

Message

From: Hardy, Michael [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=49C8348DCE4E4B8C890FF4C7D5E8F243-MICHAEL E. HARDY]
Sent: 6/19/2017 3:44:07 PM
To: Jackson, Raphael [Jackson.Raphael@epa.gov]; Hitchens, Lynnann [hitchens.lynnann@epa.gov]
Subject: RE: I HAVE TOPICS NEED 20 MINUTES

Thanks for inquiring! We only have 30 minutes tomorrow and the V/V and a few other OHR topics will cover our time...

Michael Hardy
Acting Deputy Director, Office of Resources, Operations and Management
Office of Administration and Resources Management
US EPA
1200 Pennsylvania Avenue, NW
Washington, D.C. 20460
202-564-7899 - Work

Ex. 6 - Personal Privacy Cell

From: Jackson, Raphael
Sent: Monday, June 19, 2017 11:41 AM
To: Hitchens, Lynnann <hitchens.lynnann@epa.gov>
Cc: Hardy, Michael <Hardy.Michael@epa.gov>
Subject: RE: I HAVE TOPICS NEED 20 MINUTES

Ops sorry.

Raphael D. Jackson, Program Analyst
Special Assistant to Director, Office of Administration - Immediate Office
Office of Administration
Office of Administration & Resources Management
U.S. Environmental Protection Agency
jackson.raaphael@epa.gov
202.564.1527 Office

Ex. 6 - Personal Privacy Cell
202.564.8408 Fax

From: Hitchens, Lynnann
Sent: Monday, June 19, 2017 11:38 AM
To: Jackson, Raphael <Jackson.Raphael@epa.gov>
Cc: Hardy, Michael <Hardy.Michael@epa.gov>
Subject: RE: I HAVE TOPICS NEED 20 MINUTES

Raphael – Michael is working on the agenda this month.

Lynnann Hitchens
Acting Director, Office of Resources, Operations and Management
Office of Administration and Resources Management
P: 202-564-3184

M: Ex. 6 - Personal Privacy

From: Jackson, Raphael
Sent: Monday, June 19, 2017 11:36 AM
To: Westenberger, Andrea <Westenberger.Andrea@epa.gov>
Cc: Hitchens, Lynnann <hitchens.lynnann@epa.gov>; Blankenship, Steven <Blankenship.Steven@epa.gov>
Subject: I HAVE TOPICS NEED 20 MINUTES
Importance: High

Andrea – Hello and hope you are well, we are going to need 20 mins if you got it. We have two important topics we want to relay to the ARA's.

New Construction

Strategic Sustainability Performance Plan (S²P²)

(Undetermined at this time)

Scanner Deployment (Where they are now) ** This might be a topic still firming up plans.

Thanks!

Raphael D. Jackson, Program Analyst
Special Assistant to Director, Office of Administration - Immediate Office
Office of Administration
Office of Administration & Resources Management
U.S. Environmental Protection Agency
jackson.raaphael@epa.gov
202.564.1527 Office

Ex. 6 - Personal Privacy

Cell
202.564.8408 Fax

Message

From: Hardy, Michael [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=49C8348DCE4E4B8C890FF4C7D5E8F243-MICHAEL E. HARDY]
Sent: 6/19/2017 3:42:55 PM
To: Showman, John [Showman.John@epa.gov]
Subject: RE: Accomplishments

Will do

Michael Hardy
Acting Deputy Director, Office of Resources, Operations and Management
Office of Administration and Resources Management
US EPA
1200 Pennsylvania Avenue, NW
Washington, D.C. 20460
202-564-7899 - Work

Ex. 6 - Personal Privacy - Cell

From: Showman, John
Sent: Monday, June 19, 2017 11:31 AM
To: Hardy, Michael <Hardy.Michael@epa.gov>
Subject: RE: Accomplishments

I'm fine with this --- and would love the additional info if you want to provide it.

From: Hardy, Michael
Sent: Monday, June 19, 2017 11:14 AM
To: Showman, John <Showman.John@epa.gov>
Subject: Accomplishments

John,

Here are a few of the accomplishments Lynnnann has achieved since June 2016...

1. Led the successful implementation of the OROM reorganization;
2. Moved the AAship towards greater FITARA compliance with the proposal of IT/IM Governance;
3. Co-Chair with OEI and OCFO on the newly created OEI-CX Workgroup;
4. OARM Lead for Data Act implementation;
5. Successful completion of the OARM V/V plan.

If you're okay with the above list, I can draft additional verbiage for your review tomorrow.

Michael Hardy
Acting Deputy Director, Office of Resources, Operations and Management
Office of Administration and Resources Management

US EPA

1200 Pennsylvania Avenue, NW

Washington, D.C. 20460

202-564-7899 - Work

Ex. 6 - Personal Privacy

- Cell

From: Showman, John
Location: Conference Call Ex. 6 - Personal Privacy code Ex. 6 - Personal Privacy
Importance: Normal
Subject: General Discussion
Start Date/Time: Thur 7/6/2017 7:45:00 PM
End Date/Time: Thur 7/6/2017 8:00:00 PM

Donna has asked for me to handle this.....

From: Engebretson, Lizabeth
Sent: Thursday, July 06, 2017 12:53 PM
To: Taylor, Jeremy <Taylor.Jeremy@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>; Bonner, Jerome <Bonner.Jerome@epa.gov>; Peabody, Hitch <Peabody.Hitch@epa.gov>; Atkinson, Ryan <Atkinson.Ryan@epa.gov>
Cc: Hart, Debbi <Hart.Debbi@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Coomber, Robert <coomber.robert@epa.gov>; Corbett, Krysti <Corbett.Krysti@epa.gov>
Subject: RE: Draft V/V Communications

Loretta,

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Regards,

Liz

From: Taylor, Jeremy
Sent: Thursday, July 06, 2017 9:48 AM
To: Hunt, Loretta <Hunt.Loretta@epa.gov>; Bonner, Jerome <Bonner.Jerome@epa.gov>; Engebretson, Lizabeth <Engebretson.Lizabeth@epa.gov>; Peabody, Hitch <Peabody.Hitch@epa.gov>; Atkinson, Ryan <Atkinson.Ryan@epa.gov>

Cc: Hart, Debbi <Hart.Debbi@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Coomber, Robert <coomber.robert@epa.gov>; Corbett, Krysti <Corbett.Krysti@epa.gov>
Subject: RE: Draft V/V Communications

Hello Loretta,

Ex. 5 - Deliberative Process

Jeremy A. Taylor

OARM-RTP-HRMD

Director

919-541-0537

From: Hunt, Loretta
Sent: Thursday, July 06, 2017 12:42 PM
To: Bonner, Jerome <Bonner.Jerome@epa.gov>; Engebretson, Lizabeth <Engebretson.Lizabeth@epa.gov>; Taylor, Jeremy <Taylor.Jeremy@epa.gov>; Peabody, Hitch <Peabody.Hitch@epa.gov>
Cc: Hart, Debbi <Hart.Debbi@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Coomber, Robert <coomber.robert@epa.gov>; Corbett, Krysti <Corbett.Krysti@epa.gov>
Subject: RE: Draft V/V Communications
Importance: High

SSC Directors/Hitch,

The communication documents have been updated based on feedback from Donna and

John. I need the SSCs/ERD/LERD to comment and provide missing information ASAP.
The goal is to send these templates to programs and regions this evening.

Thanks.

Loretta L. Hunt

Branch Chief

Policy and Accountability Branch

Policy, Planning and Training Division

Office of Human Resources

U.S. EPA

Phone: (202) 564-6963

Email: hunt.loretta@epa.gov

Message

Sent: 6/28/2017 8:13:25 PM
To: Bell, Matthew [Bell.Matthew@epa.gov]
CC: Cooper, Marian [Cooper.Marian@epa.gov]
Subject: RE: V/V Quick Write up for the OARM weekly report

EPA met with OMB examiners

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Bell, Matthew
Sent: Wednesday, June 28, 2017 4:09 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Cc: Cooper, Marian <Cooper.Marian@epa.gov>
Subject: V/V Quick Write up for the OARM weekly report

Hi Debbi,

Can you give us a quick write-up about the OMB meeting you just returned from regarding VERA/VSIP (why, what, result, etc.)? We'd like to include in the OARM weekly report.

A response within the next couple hours or by 8am tomorrow is needed. Sorry for the quick turnaround time.

Thanks.

Sincerely,

Matthew Bell
Special Assistant
Office of Administration and Resources Management
U.S. Environmental Protection Agency
(202)564-3282

To: Hart, Debbi[Hart.Debbi@epa.gov]
From: Fowler, Joshua
Sent: Mon 7/3/2017 6:08:30 PM
Subject: RE: V/V Budget Tables update information-status

You too!

Josh Fowler

Human Resources Officer

EPA Region 8

1595 Wynkoop St. Denver, CO 80212

fowler.joshua@epa.gov

303-312-6348 (work)

Ex. 6 - Personal Privacy (cell)

From: Hart, Debbi
Sent: Monday, July 3, 2017 12:08 PM
To: Fowler, Joshua <Fowler.Joshua@epa.gov>
Cc: Remmers, Janet <Remmers.Janet@epa.gov>
Subject: RE: V/V Budget Tables update information-status

Josh—appreciate it. Have a fantastic holiday!

From: Fowler, Joshua
Sent: Monday, July 03, 2017 2:06 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>; Lane, Vicki <Lane.Vicki@epa.gov>
Cc: Remmers, Janet <Remmers.Janet@epa.gov>
Subject: RE: V/V Budget Tables update information-status

Region 8's is complete and should be coming shortly. Beth Greenwald will be the sender.

Josh Fowler

Human Resources Officer

EPA Region 8

1595 Wynkoop St. Denver, CO 80212

fowler.joshua@epa.gov

303-312-6348 (work)

Ex. 6 - Personal Privacy (cell)

From: Hart, Debbi

Sent: Monday, July 3, 2017 12:05 PM

To: Lane, Vicki <Lane.Vicki@epa.gov>; Fowler, Joshua <Fowler.Joshua@epa.gov>

Cc: Remmers, Janet <Remmers.Janet@epa.gov>

Subject: FW: V/V Budget Tables update information-status

Importance: High

Hello Vicki and Josh—

Can you guys please give us a status update on your budget tables? Thanks in advance. Debbi

Debbi Hart
Director

Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Remmers, Janet
Sent: Monday, July 03, 2017 1:51 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Subject: RE: V/V Budget Tables update information-status

Ex. 5 - Deliberative Process

Thanks

Janet Remmers, Ph.D.

RPROS

Office of Budget/OCFO

Mail code: 2732A

office: 202-564-0548

aws: **Ex. 6 - Personal Privacy**

From: Remmers, Janet
Sent: Saturday, July 01, 2017 6:32 AM
To: 'Tim Fontaine' <Fontaine.Tim@epa.gov>; Standifer, Juanita <Standifer.Juanita@epa.gov>; Maher, Karen <Maher.Karen@epa.gov>; Soward, Ruth-Alene <Soward.Ruth-Alene@epa.gov>; McCluney, Lance <McCluney.Lance@epa.gov>; Janowiak, Susan <Janowiak.susan@epa.gov>; Eubanks, Kristy <Eubanks.Kristy@epa.gov>; Klinker, Wendy <Klinker.Wendy@epa.gov>; Greenwald, Beth <Greenwald.Beth@epa.gov>; Bielenberg, Ben <Bielenberg.Ben@epa.gov>; Wong, Melissa <wong.melissa@epa.gov>

Subject: FW: V/V Budget Tables update information-status

Ex. 5 - Deliberative Process

I know in some offices this exercise is being done by the HRO or PMO. They would need help from the budget community.

We would greatly appreciate your help in getting these completed by Monday, July 3rd.

I am finding that folks are making this too complicated. It should be fairly simple. Here are some suggestions:

Ex. 5 - Deliberative Process

Please feel free to call me on 202-564-0548 if you have questions.

Janet Remmers, Ph.D.

RPROS

Office of Budget/OCFO

Mail code: 2732A

office: 202-564-0548

aws: **Ex. 6 - Personal Privacy**

From: Shanahan, Katherine

Sent: Friday, June 30, 2017 10:14 AM

To: Pastalove, Barbara <Pastalove.Barbara@epa.gov>; Rubel, Robert <Rubel.Robert@epa.gov>; McManus, Catharine <mcmanus.catharine@epa.gov>; Burrows, Eileen <BURROWS.EILEEN@EPA.GOV>; Schwartz, Barbara <Schwartz.Barbara@epa.gov>; Sanders, Amy <Sanders.Amy@epa.gov>; Breneman, Sara <breneman.sara@epa.gov>; Marlinga, Richard <marlinga.richard@epa.gov>; Rodriguez, Ray <Rodriguez.Ray@epa.gov>; Hill, Troy <Hill.Troy@epa.gov>; Price, Patricia <price.patricia@epa.gov>; Fowler, Joshua <Fowler.Joshua@epa.gov>; Lane, Vicki <Lane.Vicki@epa.gov>; Barber, Anthony <Barber.Anthony@epa.gov>; OCFO-SBO <OCFOSBO@epa.gov>; OCFO-Regional-Comptroller <OCFORegionalComptroller@epa.gov>; OHR PMOs <OHR_PMOs@epa.gov>; Terris, Carol <Terris.Carol@epa.gov>; Remmers, Janet <Remmers.Janet@epa.gov>; Baden, Beth <Baden.Beth@epa.gov>; Klinker, Wendy <Klinker.Wendy@epa.gov>; Ajabi, Laurel <Ajabi.Laurel@epa.gov>

Cc: McDonald, James <McDonald.James@epa.gov>; Kenyon, Michael <Kenyon.Michael@epa.gov>

Subject: V/V Budget Tables update information

Good Morning Everyone

As Janet and Carol promised on yesterday's conference calls, please find attached the V/V Budget Tables update. In addition to the table template, **Ex. 5 - Deliberative Process**

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

If you were unable to make the call and are unclear as to your next steps, please feel free to call me at Ex. 5 - Personal Privacy and I will explain what was discussed during the call. If you have specific finance questions, Janet Remmers at 202-564-0548, is taking the lead for OCFO on the budget portion of the V/V submission.

Please Note: I went through every message that indicated yesterday's meeting invite had been forwarded. I typed in the names individually and while some added to the Address list, most did not. It appears that their names already appeared on either the Budget Officer Mail list or the Comptroller Mail list. Thus, if you do not see their individual name above, rest assured they were not missed!

Thank you

Kathie Shanahan

Human Resource Officer

EPA New England Region 1

617-918-1619

Message

From: Cooper, Marian [Cooper.Marian@epa.gov]
Sent: 6/30/2017 7:28:29 PM
To: Hart, Debbi [Hart.Debbi@epa.gov]
Subject: Do you have the revised V/V timeline?

Marian Pechmann Cooper
Chief of Staff
Office of Administration and Resources Management
William Jefferson Clinton Federal Building-NORTH (3330)
Washington, DC 20460
office number -- 202 564-0620
office fax -- 202 564-0233



Message

From: Coogan, Daniel [Coogan.Daniel@epa.gov]
Sent: 6/28/2017 1:28:01 PM
To: Hart, Debbi [Hart.Debbi@epa.gov]
Subject: RE: EPA V/V business case--

Wow!

Dan
Director, Resources, Analysis and Planning Division
Office of Resources, Operations and Management, OARM
o: 202-564-1862

c: **Ex. 6 - Personal Privacy**
SEE - PHS - OARM Budget - RAPD

From: Hart, Debbi
Sent: Wednesday, June 28, 2017 9:27 AM
To: Vizian, Donna <Vizian.Donna@epa.gov>
Cc: Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Kuhns, Jason <Kuhns.Jason@epa.gov>; Coogan, Daniel <Coogan.Daniel@epa.gov>
Subject: FW: EPA V/V business case--

FYI—James is leaving. Womp womp.

From: Mulligan, James S.
Sent: Wednesday, June 28, 2017 9:13 AM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Cc: Hunt, Loretta <Hunt.Loretta@epa.gov>
Subject: RE: EPA V/V business case--

Ex. 6 - Personal Privacy

Yeah I was going to give my own presentation—we'll start with the grizzly bears and end on the sea otters, after touching on the retreating glaciers.

I should also let you know, in case you haven't heard—next week is my last at OMB. I'll be moving on to a position at the World Resources Institute. It's been a pleasure working with you both and glad I'll get a chance to see you before I turn into a pumpkin. Andrea Grossman will be taking the Human Capital portfolio, at least for now.

See you in a bit.

From: Hart, Debbi [mailto:Hart.Debbi@epa.gov]
Sent: Wednesday, June 28, 2017 9:09 AM
To: Mulligan, James S. EOP/OMB <James_S_Mulligan@omb.eop.gov>
Cc: Hunt, Loretta <Hunt.Loretta@epa.gov>
Subject: RE: EPA V/V business case--

James—welcome back! Yes we heard about your status but I didn't know it was Alaska. Sounds awesome—will there be a few pics today? Debbi

From: Mulligan, James S.

Ex. 6 - Personal Privacy

Sent: Wednesday, June 28, 2017 9:00 AM

To: Hart, Debbi <Hart.Debbi@epa.gov>

Cc: Hunt, Loretta <Hunt.Loretta@epa.gov>

Subject: RE: EPA V/V business case--

My apologies, Debbi -- I have been in Alaska since the 10th. I was out sick the day before I left so didn't get a chance to turn on my out of office notification. Glad to see the materials got into the right hands in my absence.

From: Hart, Debbi [<mailto:Hart.Debbi@epa.gov>]

Sent: Friday, June 16, 2017 5:56 PM

To: Mulligan, James S.

Ex. 6 - Personal Privacy

Cc: Hunt, Loretta <Hunt.Loretta@epa.gov>

Subject: RE: EPA V/V business case--

Hello James-

Loretta will be sending over EPA's draft business case shortly. (It may come over in three parts.) Can you please confirm once you receive it? Thanks and hope all's well. Debbi

From: Hart, Debbi

Sent: Wednesday, June 14, 2017 5:30 PM

To: 'Mulligan, James S.'

Ex. 6 - Personal Privacy

Subject: FW: EPA V/V business case--

Hey James—do you copy?

From: Hart, Debbi

Sent: Tuesday, June 13, 2017 12:37 PM

To: 'Mulligan, James S.'

Ex. 6 - Personal Privacy

Subject: EPA V/V business case--

Hello James-

Per my v-mail, we are planning to send over our Agency-level package informally at the end of the week. When you have a few minutes can you please contact me so I can walk you through how it's shaping up? I'd also like to confirm who to send it to at OMB. Thank you! Debbi

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

Appointment

From: Shanahan, Katherine [Shanahan.Katherine@epa.gov]
Sent: 6/29/2017 3:13:30 PM
To: Pastalove, Barbara [Pastalove.Barbara@epa.gov]; Rubel, Robert [Rubel.Robert@epa.gov]; McManus, Catharine [mcmanus.catharine@epa.gov]; Schwartz, Barbara [Schwartz.Barbara@epa.gov]; Breneman, Sara [breneman.sara@epa.gov]; Rodriguez, Ray [Rodriguez.Ray@epa.gov]; Price, Patricia [price.patricia@epa.gov]; Fowler, Joshua [Fowler.Joshua@epa.gov]; Lane, Vicki [Lane.Vicki@epa.gov]; Barber, Anthony [Barber.Anthony@epa.gov]; Hart, Debbi [Hart.Debbi@epa.gov]; Hunt, Loretta [Hunt.Loretta@epa.gov]; OHR PMOs [OHR_PMOs@epa.gov]; OCFO-SBO [OCFOSBO@epa.gov]; OCFO-Regional-Comptroller [OCFORegionalComptroller@epa.gov]; Terris, Carol [Terris.Carol@epa.gov]; Westenberger, Andrea [Westenberger.Andrea@epa.gov]
Subject: VERA/VSIP Package Questions from OMB (Close Hold)
Location: Call-In Ex. 6 - Personal Privacy Conference Code Ex. 6 - Personal Privacy
Start: 6/29/2017 6:30:00 PM
End: 6/29/2017 7:30:00 PM
Show Time As: Tentative

Good Morning

You should all have seen by now yesterday's message from Donna Vizian regarding our VERA/VSIP submission to OMB and OPM. We are being asked to provide more clarity to the Budget portion of our submissions. I have connected with Loretta Hunt and am setting up this critical call this afternoon so we all can learn what needs to be done to address the OMB concerns and quickly move our V/V package forward. I have been asked to remind everyone that this discussion and any information related to it is close hold and request that you do not forward this invite to a broader audience. Hart

To the extent possible, please try to listen in a group in your offices to make sure we have enough lines

Thank you for your cooperation on such short notice. This call is at 2:30 Eastern time

Kathie

Katherine Shanahan
Human Resource Officer
EPA New England -Region 1
617-918-1619

Message

Sent: 7/7/2017 2:49:05 PM
To: Vaughan, Pat [Vaughan.Pat@epa.gov]
Subject: RE: V/V Communication Templates

LOL!

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Vaughan, Pat
Sent: Friday, July 07, 2017 9:24 AM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Subject: FW: V/V Communication Templates
Importance: High

[I hate it when people use colored backgrounds on their emails ☺.] Anyway.....since I now have to send this template to 475 people (our full targeted pool), I'm going to confuse the heck out of them when they see an attachment (B) saying they only have to be here for 3 years to be considered eligible for a VSIP. Is there a place we can indicate that we are only offering the VSIP to employees fully eligible to retire or eligible for a VERA? Can that wording be added to the template? Attaching that very complicated chart we provided OPM just makes things even more confusing.

Also...I have to have a separate letter for the ST/SLs, but have no clue who the POC is in the ERD to refer them to. Who should I ask?

Pat Vaughan
Director, Human Resources Division
ORD/Office of Administrative and Research Support
919-541-4912
919-406-4424 (cell)
<https://intranet.ord.epa.gov/oars/home>

From: Hunt, Loretta
Sent: Thursday, July 06, 2017 7:03 PM
To: RHRO <RHRO@epa.gov>; OHR PMOs <OHR_PMOs@epa.gov>
Cc: Hart, Debbi <Hart.Debbi@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Coomber, Robert <coomber.robert@epa.gov>; Peabody, Hitch <Peabody.Hitch@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>
Subject: V/V Communication Templates
Importance: High

HR Community,

Here are the templates we promised on today's HR Community Call.

Please keep in mind the following:

- The agency must have approval from OPM before notices can be sent. Stay tuned.
- The general notification goes to all employees in your program or region.
- The “targeted position” notice and attachments will only be sent to employees in your program/region’s targeted positions pool.
- For organizations that targeted SL/ST positions, the Executive Resources Division is the servicing HR Office, not the SSC.

If you have any questions or concerns about the template, please contact Debbi Hart at (202) 564-2011 or hart.debbi@epa.gov.

Thanks.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

Message

From: Hickey, Mike J. [Ex. 6 - Personal Privacy]
Sent: 6/20/2017 7:03:32 PM
To: Hunt, Loretta [Hunt.Loretta@epa.gov]
CC: Hart, Debbi [Hart.Debbi@epa.gov]; Showman, John [Showman.John@epa.gov]; Grossman, Andrea L. [Ex. 6 - Personal Privacy]
[Ex. 6 - Personal Privacy]
Subject: RE: EPA Draft VERA/VSIP Request Email 1 of 3

Thanks Loretta, I am sure we will have questions for you. Andrea Grossman will be leading the review from the OMB side and will reach out to you in the next couple of days.

Mike

From: Hunt, Loretta [mailto:Hunt.Loretta@epa.gov]
Sent: Tuesday, June 20, 2017 2:55 PM
To: Hickey, Mike J. [Ex. 6 - Personal Privacy]
Cc: Hart, Debbi <Hart.Debbi@epa.gov>; Showman, John <Showman.John@epa.gov>
Subject: RE: EPA Draft VERA/VSIP Request Email 1 of 3

Mike,

Should OMB have any questions about the documentation submitted, please contact me. Thanks.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

From: Hickey, Mike J. [Ex. 6 - Personal Privacy]
Sent: Tuesday, June 20, 2017 2:53 PM
To: Hunt, Loretta <Hunt.Loretta@epa.gov>
Cc: Hart, Debbi <Hart.Debbi@epa.gov>; Showman, John <Showman.John@epa.gov>
Subject: RE: EPA Draft VERA/VSIP Request Email 1 of 3

Thank you Loretta.

From: Hunt, Loretta [mailto:Hunt.Loretta@epa.gov]
Sent: Tuesday, June 20, 2017 2:43 PM
To: Hickey, Mike J. [Ex. 6 - Personal Privacy]
Cc: Hart, Debbi <Hart.Debbi@epa.gov>; Showman, John <Showman.John@epa.gov>
Subject: FW: EPA Draft VERA/VSIP Request Email 1 of 3

Mike, these documents are being forwarded per your conversation with John Showman.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division

Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

From: Hunt, Loretta

Sent: Friday, June 16, 2017 6:56 PM

To: Snowden, Gregory A <Gregory.Snowden@opm.gov>; Mahoney, Michael J <Mike.Mahoney@opm.gov>; Coleman, Darrell E <Darrell.Coleman@opm.gov>; Thornton, Cathryn <Cathryn.Thornton@opm.gov>; Butler, Monica <Monica.Butler@opm.gov>; Mulligan, James S. **Ex. 6 - Personal Privacy**

Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>; Parker, Gary <parker.gary@epa.gov>

Subject: EPA Draft VERA/VSIP Request Email 1 of 3

The U.S. Environmental Protection Agency is submitting a draft VERA/VSIP request to OPM and OMB for review and comment. The agency is submitting one overall request but specific details are included for each program and regional office since the needs of each organization varies. The agency is submitting the following documentation:

1. EPA's VSIP Request (.pdf)
2. EPA's VERA Request (.pdf)
3. Business cases (all contained in one Word file; the Table of Contents provides direct links to each of our 22 business cases)
4. Targeted positions spreadsheets for each office (Excel file)
5. Organization charts (one .pdf file)
6. Agency level analysis/summary slides (PowerPoint)

We will send three emails containing the agency's draft request and supporting documentation.

Should you have any questions or concerns about EPA's request, you may contact me at hunt.loretta@epa.gov; (202)564-6963 or Debbi Hart at hart.debbi@epa.gov; (202) 564-2011.

Thank you in advance for your assistance with EPA's workforce reshaping efforts.

From: Shanahan, Katherine
Location: Call-In Ex. 6 - Personal Privacy Conference Code Ex. 6 - Personal Privacy
Importance: Normal
Subject: VERA/VSIP Package Questions from OMB (Close Hold)
Start Date/Time: Thur 6/29/2017 6:30:00 PM
End Date/Time: Thur 6/29/2017 7:30:00 PM

Good Morning

You should all have seen by now yesterday's message from Donna Vizian regarding our VERA/VSIP submission to OMB and OPM. We are being asked to provide more clarity to the Budget portion of our submissions. I have connected with Loretta Hunt and am setting up this critical call this afternoon so we all can learn what needs to be done to address the OMB concerns and quickly move our V/V package forward. I have been asked to remind everyone that this discussion and any information related to it is close hold and request that you do not forward this invite to a broader audience. Hart

To the extent possible, please try to listen in a group in your offices to make sure we have enough lines

Thank you for your cooperation on such short notice. This call is at 2:30 Eastern time

Kathie

Katherine Shanahan

Human Resource Officer

EPA New England -Region 1

617-918-1619

Appointment

From: Parker, Gary [parker.gary@epa.gov]
Sent: 6/13/2017 2:51:06 PM
To: Parker, Gary [parker.gary@epa.gov]; Hart, Debbi [Hart.Debbi@epa.gov]; Kuhns, Jason [Kuhns.Jason@epa.gov]
Subject: Go Over V/V Charts and Roll Up
Location: Debbi's Office
Start: 6/13/2017 6:15:00 PM
End: 6/13/2017 6:45:00 PM
Show Time As: Busy

Go over the roll up content. Jason will call into Debbi's office line.

Appointment

From: Hunt, Loretta [Hunt.Loretta@epa.gov]
Sent: 5/24/2017 9:39:00 PM
To: Hunt, Loretta [Hunt.Loretta@epa.gov]; Schulman, Marvin [Schulman.Marvin@epa.gov]; McNeal, Detha [McNeal.Detha@epa.gov]
CC: Hart, Debbi [Hart.Debbi@epa.gov]

Subject: V-V Submittal Review
Attachments: FW: R7's VV submittal; FW: OITA's VERA/VSIP proposal
Location: 1420 WJC East

Start: 5/25/2017 3:00:00 PM
End: 5/25/2017 4:30:00 PM
Show Time As: Busy

Training session.

Message

From: Hart, Debbi [Hart.Debbi@epa.gov]
Sent: 5/24/2017 7:19:01 PM
To: Hunt, Loretta [Hunt.Loretta@epa.gov]; Parker, Gary [parker.gary@epa.gov]; Willig, Jeanine [willig.jeanine@epa.gov]; Kuhns, Jason [Kuhns.Jason@epa.gov]
Subject: FW: OITA's VERA/VSIP proposal
Attachments: VERA VSIP 2017 OITA at 5 new format.xlsx; VERA-VSIP summary proposal May 22 2017.docx; May 2017 Targeted Positions Template .xlsx

Third. FYI—org chart embedded in business case.

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Cunningham, Dennis
Sent: Wednesday, May 24, 2017 1:44 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Cc: Nishida, Jane <Nishida.Jane@epa.gov>; Hill, Randy <Hill.Randy@epa.gov>; Cherry, Katrina <Cherry.Katrina@epa.gov>
Subject: OITA's VERA/VSIP proposal

Debbi,

OITA's proposal is attached. We've placed the budget information in a separate Excel spreadsheet.

Let me know if you need additional information from us.

Thanks,

Dennis
Dennis H. Cunningham, Deputy Director
Office of Management & International Services
Office of International & Tribal Affairs
U.S. Environmental Protection Agency
Cunningham.dennis@epa.gov
Phone: 202-564-6622

From: Smith, Susan
Location: 4139K EPA West
Importance: Normal
Subject: OLEM'S VERA/VSIP
Start Date/Time: Thur 5/11/2017 2:00:00 PM
End Date/Time: Thur 5/11/2017 2:45:00 PM

Thanks for agreeing to meet with us. We have several questions regarding the Targeted position chart and our 2-page request.

Susan

Call-in Number: Ex. 6 - Personal Privacy

Code: Ex. 6 - Personal Privacy

Message

From: Engebretson, Lizabeth [Engebretson.Lizabeth@epa.gov]
Sent: 8/8/2017 4:34:50 PM
To: Hart, Debbi [Hart.Debbi@epa.gov]
Subject: RE: VERA/VSIP

Debbi,
Can we chat sometime soon?

-----Original Message-----

From: Hart, Debbi
Sent: Tuesday, August 08, 2017 9:27 AM
To: Engebretson, Lizabeth <Engebretson.Lizabeth@epa.gov>
Cc: Hunt, Loretta <Hunt.Loretta@epa.gov>
Subject: RE: VERA/VSIP

Loretta is about to send the info to everyone. Just in from OPM-- man Vicki is fast!

-----Original Message-----

From: Engebretson, Lizabeth
Sent: Tuesday, August 08, 2017 12:25 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>
Cc: Jimenez, Elaine <Jimenez.Elaine@epa.gov>; Atkinson, Ryan <Atkinson.Ryan@epa.gov>; Bonner, Jerome <Bonner.Jerome@epa.gov>; Davis, Cathy <Davis.Cathy@epa.gov>; Mairose, Sue <Mairose.Sue@epa.gov>; Taylor, Jeremy <Taylor.Jeremy@epa.gov>
Subject: FW: VERA/VSIP

Debbi,
Hi. I just received this from our acting Regional 9 Administrator....will you be sending out info to RHRO/PMO and SSCs? Apparently, we have an OPM approval which may affect our notices for tomorrow...

Regards,
Liz

-----Original Message-----

From: Strauss, Alexis
Sent: Tuesday, August 08, 2017 9:22 AM
To: Lane, Vicki <Lane.Vicki@epa.gov>; Angelich, Michelle <Angelich.Michelle@epa.gov>; Jordan, Deborah <Jordan.Deborah@epa.gov>; Manzanilla, Enrique <Manzanilla.Enrique@epa.gov>; Lyons, John <Lyons.John@epa.gov>; Engebretson, Lizabeth <Engebretson.Lizabeth@epa.gov>
Cc: Quast, Sylvia <Quast.Sylvia@epa.gov>
Subject: VERA/VSIP

USOPM has approved flexibility within NPM caps as of today, which will allow for some waitlisted people to separate via V/v. Donna Vizian is hoping these individuals will be included in tomorrow 's letters.

Message

Sent: 7/14/2017 2:29:07 PM
To: Helm, Arron [Helm.Arron@epa.gov]
CC: Hunt, Loretta [Hunt.Loretta@epa.gov]
Subject: RE: VERA VSIP Applications Received

LOL—wow1 I'm guessing just under

Ex. 5 - Deliberative Process

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Helm, Arron
Sent: Friday, July 14, 2017 10:19 AM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Cc: Hunt, Loretta <Hunt.Loretta@epa.gov>
Subject: Re: VERA VSIP Applications Received

Ex. 5 - Deliberative Process applicants is my guess.

Sent from my iPhone

On Jul 14, 2017, at 9:43 AM, Hart, Debbi <Hart.Debbi@epa.gov> wrote:

Thanks—not bad for day 1 I guess. What is your estimate for what our total will be? I'm doing an informal poll!

From: Helm, Arron
Sent: Thursday, July 13, 2017 7:49 PM
To: Hunt, Loretta <Hunt.Loretta@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>
Subject: Fwd: VERA VSIP Applications Received

FYI. Today's count.

Sent from my iPhone

Begin forwarded message:

From: "Helm, Arron" <Helm.Arron@epa.gov>
Date: July 13, 2017 at 4:16:42 PM EDT
To: "Vizian, Donna" <Vizian.Donna@epa.gov>, "Showman, John" <Showman.John@epa.gov>, "Carter, Rick" <Carter.Rick@epa.gov>
Subject: Fwd: VERA VSIP Applications Received

Ex. 5 - Deliberative Process

~ Alice

Alice Martinson
Acting Section Chief, RTP-SSC
U.S. Environmental Protection Agency
OARM/HRMD-RTP (MD-C639-02)
Research Triangle Park, NC 27711
voice: 919-541-5420
fax: 919-541-1360

<image001.jpg>

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Message

From: Hill, Troy [Hill.Troy@epa.gov]
Sent: 7/28/2017 6:45:13 PM
To: Hunt, Loretta [Hunt.Loretta@epa.gov]
CC: Parker, Gary [parker.gary@epa.gov]; Hart, Debbi [Hart.Debbi@epa.gov]; McDonald, James [McDonald.James@epa.gov]; Mairose, Sue [Mairose.Sue@epa.gov]; Bonner, Jerome [Bonner.Jerome@epa.gov]
Subject: Adjustment to Region 6's business case for VERA/VSIP

Loretta,

Thank you for your help on the language and yes we would like to proceed with the language you proposed:

Ex. 5 - Deliberative Process

Thank you

Troy

From: Hunt, Loretta
Sent: Friday, July 28, 2017 12:46 PM
To: Hill, Troy <Hill.Troy@epa.gov>
Cc: Parker, Gary <parker.gary@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>
Subject: Re: Adjustment to Region 6's business case for VERA/VSIP

Troy,

Here is what I recommend sending to OPM:

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Please make sure your management understands that:

1. Ex. 5 - Deliberative Process
- 2.

I'm waiting to hear from one more office that made a similar request. I don't want to keep going back to OPM and OMB with revisions.

Let me know if R6 wants me to proceed.

From: Hill, Troy
Sent: Friday, July 28, 2017 10:23:42 AM
To: Hunt, Loretta
Subject: Adjustment to Region 6's business case for VERA/VSIP

Proposed email –

Ex. 5 - Deliberative Process

Troy Hill
Management Division
EPA Region 6
214-665-6647
Hill.Troy@epa.gov



Message

From: Hunt, Loretta [Hunt.Loretta@epa.gov]
Sent: 8/8/2017 10:06:03 PM
To: Davis, Cathy [Davis.Cathy@epa.gov]
CC: Vaughan, Pat [Vaughan.Pat@epa.gov]; Hart, Debbi [Hart.Debbi@epa.gov]; Taylor, Jeremy [Taylor.Jeremy@epa.gov]; Atkinson, Ryan [Atkinson.Ryan@epa.gov]
Subject: RE: ORD V/V offers
Attachments: **Ex. 5 - Deliberative Process**
Importance: High

Cathy/Pat,

Ex. 5 - Deliberative Process

Thanks.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

From: Hunt, Loretta
Sent: Wednesday, August 02, 2017 3:36 PM
To: Davis, Cathy <Davis.Cathy@epa.gov>
Cc: Vaughan, Pat <Vaughan.Pat@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>; Taylor, Jeremy <Taylor.Jeremy@epa.gov>
Subject: FW: V/V offers
Importance: High

Cathy,

Just need another set of eyes. Please make sure this captures what we discussed. I'll send it over to OPM after I get your concurrence. Thanks.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA

Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

From: Hunt, Loretta

Sent: Wednesday, August 02, 2017 1:08 PM

To: Davis, Cathy <Davis.Cathy@epa.gov>; Taylor, Jeremy <Taylor.Jeremy@epa.gov>; Ryan Atkinson <Atkinson.Ryan@epa.gov>

Cc: Hart, Debbi <Hart.Debbi@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Vaughan, Pat <Vaughan.Pat@epa.gov>; Kanet, Audrey <kanet.audrey@epa.gov>

Subject: V/V offers

Cathy,

V/V offers can only be made to positions that correspond to the master spreadsheet approved by OPM and OMB.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

Message

From: Showman, John [Showman.John@epa.gov]
Sent: 7/13/2017 8:22:26 PM
To: Hart, Debbi [Hart.Debbi@epa.gov]
Subject: FW: VERA VSIP Applications Received

FYI ...

From: "Martinson, Alice" <Martinson.Alice@epa.gov>
Date: July 13, 2017 at 4:04:38 PM EDT
To: "Helm, Arron" <Helm.Arron@epa.gov>, "Collins, BJ" <Collins.BJ@epa.gov>, "Carter, Rick" <Carter.Rick@epa.gov>, "Atkinson, Ryan" <Atkinson.Ryan@epa.gov>, "Taylor, Jeremy" <Taylor.Jeremy@epa.gov>, "Bonner, Jerome" <Bonner.Jerome@epa.gov>, "Engbretson, Lizabeth" <Engbretson.Lizabeth@epa.gov>
Cc: "Mairose, Sue" <Mairose.Sue@epa.gov>, "Davis, Cathy" <Davis.Cathy@epa.gov>, "Jimenez, Elaine" <Jimenez.Elaine@epa.gov>
Subject: VERA VSIP Applications Received

As of 4:00 this afternoon, Ex. 5 - Deliberative Process applications have been received agency-wide.
Below is the breakdown by Program/Region.

Ex. 5 - Deliberative Process

For comparison, here's what we received in the first few days of the past 2 VERA/VSIP windows:

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

~ Alice

Alice Martinson
Acting Section Chief, RTP-SSC
U.S. Environmental Protection Agency
OARM/HRMD-RTP (MD-C639-02)
Research Triangle Park, NC 27711
voice: 919-541-5420
fax: 919-541-1360



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To: Hart, Debbi[Hart.Debbi@epa.gov]
Cc: Terris, Carol[Terris.Carol@epa.gov]; Hunt, Loretta[Hunt.Loretta@epa.gov]
From: Remmers, Janet
Sent: Fri 7/7/2017 7:05:32 PM
Subject: RE: EPA Final VERA/VSIP Request--email 1 of 3
VERA VSIP data issues round 2 OMB Response.docx
EPA Prog and Reg Business Cases Final 7-6-17 rev bud tables 7-7-17.docx

Debbi

Ex. 5 - Deliberative Process

Janet Remmers, Ph.D.

RPROS

Office of Budget/OCFO

Mail code: 2732A

office: 202-564-0548

aws: 301-593-7870

From: Hart, Debbi
Sent: Friday, July 07, 2017 12:39 PM
To: Remmers, Janet <Remmers.Janet@epa.gov>
Cc: Terris, Carol <Terris.Carol@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>
Subject: FW: EPA Final VERA/VSIP Request--email 1 of 3
Importance: High

Janet—as discussed. Let me know how your conversation goes when you get a minute.
THANKS AGAIN!

Debbi Hart
Director

Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Hart, Debbi
Sent: Friday, July 07, 2017 9:11 AM
To: Coomber, Robert <coomber.robert@epa.gov>; Corbett, Krysti <Corbett.Krysti@epa.gov>; Engebretson, Lizabeth <Engebretson.Lizabeth@epa.gov>; Bonner, Jerome <Bonner.Jerome@epa.gov>; Taylor, Jeremy <Taylor.Jeremy@epa.gov>; Arron Helm <Helm.Arron@epa.gov>; Peabody, Hitch <Peabody.Hitch@epa.gov>
Cc: Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Loretta Hunt <Hunt.Loretta@epa.gov>; Parker, Gary <parker.gary@epa.gov>
Subject: FW: EPA Final VERA/VSIP Request--email 1 of 3
Importance: High

All—

As submitted in final to OPM/OMB (we had to break it into three pieces so that OPM will receive it.);

Ex. 5 - Deliberative Process

Let me know if there are questions. Thank you! Debbi

From: Hart, Debbi
Sent: Friday, July 07, 2017 8:52 AM
To: Snowden, Gregory A <Gregory.Snowden@opm.gov>; Mahoney, Michael J <Mike.Mahoney@opm.gov>; Coleman, Darrell E <Darrell.Coleman@opm.gov>; Thornton, Cathryn <Cathryn.Thornton@opm.gov>; Butler, Monica <Monica.Butler@opm.gov>; Mulligan, James S. EOP/OMB <James_S_Mulligan@omb.eop.gov>; 'Grossman, Andrea L. EOP/OMB' <Andrea_L_Grossman@omb.eop.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <[Showman.John@epa.gov](mailto>Showman.John@epa.gov)>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Parker,

Gary <parker.gary@epa.gov>; Loretta Hunt <Hunt.Loretta@epa.gov>

Subject: EPA Final VERA/VSIP Request--email 1 of 3

Importance: High

Greetings All-

Thank you for your assistance with this effort. As for our informal request, we are submitting our final package in three pieces. Attached is our signed VERA/VSIP template request. This will be followed by our final business case and targeted positions table. Please let us know if there are any questions. Thanks again-- Debbi

Debbi Hart
Director

Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

Message

From: Hart, Debbi [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=62AFB40F2BF1484D933F2CE207EB20E7-HART, DEBRA]
Sent: 7/5/2017 5:38:12 PM
To: Mahoney, Michael J [Mike.Mahoney@opm.gov]
Subject: Checking in on EPA's restructured positions--

Importance: High

Checking in Mike—any thoughts on whether the material below along with tracking our VERA/VSIP vacated positions responds to OPM's desire for information on how EPA would restructure positions? I'm available for a discussion whenever it's convenient for you. Thanks in advance. Debbi

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Hart, Debbi
Sent: Wednesday, July 05, 2017 10:09 AM
To: 'Mahoney, Michael J' <Mike.Mahoney@opm.gov>
Subject: FW: EPA Draft VERA/VSIP Request Email 2 of 3 - OPM's Responses to Draft Targeted Positions In 22 Offices-- 6-29-2017
Importance: High

Hey Mike-

Please see the info and chart below.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Does this help?

Debbi

Any way we could use this theme chart to make our case about the majority of restructured positions?

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

From: Hart, Debbi

Sent: Monday, July 03, 2017 9:37 AM

To: Mahoney, Michael J <Mike.Mahoney@opm.gov>

Subject: Re: EPA Draft VERA/VSIP Request Email 2 of 3 - OPM's Responses to Draft Targeted Positions In 22 Offices-- 6-29-2017

Thanks Mike - I've been pondering too! I'm checking back on what we have collected from each office and some preliminary theme estimates we have. Will let you know what I find. Also wondering if OPM would be comfortable with us reporting back on exactly how each V/V vacated position is filled after the fact. As I mentioned, we have a spreadsheet template we used after past rounds that required each office to capture exactly which of the four restructure options was utilized (and if significant change in duties, PDs had to be provided to our Shared Service Centers). This worked very well- OMB and EPA-OIG loved it. If OPM was expecting to see this too it would help put some teeth behind our V/V policing activities. Debbi

Sent from my iPhone

On Jun 30, 2017, at 11:05 PM, Mahoney, Michael J <Mike.Mahoney@opm.gov> wrote:

Hey Debbi,

I've been pondering this dilemma all evening after we talked.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

-mike

Sent from my iPad

On Jun 30, 2017, at 4:17 PM, "Hart, Debbi" <Hart.Debbi@epa.gov> wrote:

Thanks. Can we please talk?

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Mahoney, Michael J [<mailto:Mike.Mahoney@opm.gov>]
Sent: Friday, June 30, 2017 3:15 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Subject: RE: EPA Draft VERA/VSIP Request Email 2 of 3 - OPM's Responses to Draft Targeted Positions In 22 Offices-- 6-29-2017

Hi Debbie,

We will need a tad more info: rather than say '...in order to create opportunities for recruiting at lower grade levels' tell us what the lower grade level or levels are.

For example: Restructure, reduce and rebalance the current top-heavy, non-supervisory GS-14/15 grades by redistributing the work to staff at the GS 13 level.

We just need a specific idea how the position will be restructured; that is to say, will the work be given to several GS 12s...one GS 13, 3 GS 11s and a GS 12, etc. etc? Shouldn't be that difficult (or cumbersome) to provide. If all similar position will be treated/restructured the same way – OK to give a blanket statement. If not, we'll need to see for each position to be restructured

Hope this helps (can talk if need be, let me know)

-mike

From: Hart, Debbi [<mailto:Hart.Debbi@epa.gov>]
Sent: Friday, June 30, 2017 3:05 PM
To: Mahoney, Michael J
Subject: FW: EPA Draft VERA/VSIP Request Email 2 of 3 - OPM's Responses to Draft

Ex. 5 - Deliberative Process

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Snowden, Gregory A [<mailto:Gregory.Snowden@opm.gov>]
Sent: Friday, June 30, 2017 2:48 PM
To: Hunt, Loretta <Hunt.Loretta@epa.gov>
Cc: Hart, Debbi <Hart.Debbi@epa.gov>; Mahoney, Michael J
<Mike.Mahoney@opm.gov>
Subject: RE: EPA Draft VERA/VSIP Request Email 2 of 3 - OPM's Responses to Draft
Targeted Positions In 22 Offices-- 6-29-2017

Good afternoon Loretta,

Unfortunately, your examples are too broad under the VSIP law at 5 U.S.C. 3522.

VERA and VSIP are position-based authorities. OPM needs to see the positions that are surplus as a result of the workforce restructuring plans. Under the law, excess positions can either be 'eliminated' or 'restructured' under the VSIP plan. Surplus positions that are targeted to be eliminated cannot be refilled once a VSIP is paid and the position becomes vacant.

Only surplus positions that are targeted to be 'restructured' can be refilled, such as a change in title, series, grade level, FPL or newly restructured skills sets. For example, Systems Accountant, GS-510-14, restructured to a Systems Accountant, GS-510-9/13, FPL; or Systems Accountant, GS-510-14, restructured to a Program Analyst, GS-301-14.

For each position targeted to be restructured under the VSIP plan, EPA only needs to indicate the new title, series, grade, FPL or a few examples of the new skills sets required for the restructured position.

For your information, OPM received numerous inquiries from EPA OIG regarding the previously approved VERA/VSIP. The majority of the inquiries dealt with how EPA's Offices carried out the restructuring goals under the approved VERA/VSIP authorities.

Please provide only the newly restructured title, series, grade, FPL or a few examples of the new skills sets for the targeted positions to be restructured under the VSIP plan.

Thank you for your assistance in this request.

Gregory Snowden
OPM

From: Hunt, Loretta [<mailto:Hunt.Loretta@epa.gov>]
Sent: Thursday, June 29, 2017 9:14 PM
To: Snowden, Gregory A; Mahoney, Michael J
Cc: Hart, Debbi
Subject: RE: EPA Draft VERA/VSIP Request Email 2 of 3 - OPM's Responses to Draft Targeted Positions In 22 Offices-- 6-29-2017
Importance: High

Greg/Mike,

Based on our discussion, it seems like OPM isn't expecting a long-drawn out explanation re: how EPA plans to restructure positions. Would it be okay to provide an agency-level description of restructuring rather than amending each region/program's section?

For example:

For all positions covered by EPA's request, if a position is vacated under VERA/VSIP the organization must restructure the position as follows before refilling the position:

- *Change from supervisory to non-supervisory.*
- *Decrease the grade and/or full performance level (i.e., at least one grade level lower than the current position).*
- *Change the series of the position.*
- *Significantly change the duties of the position if the series and grade are to remain the same (i.e., the incumbent who vacated could not be expected to learn how to perform these new duties within a reasonable amount of time. The servicing Human Resources Shared Service Center will determine if the change in duties are significant.*

This is the actual criteria the agency uses when tracking post-VERA/VSIP hires to ensure programs and regions are adhering to the plans they put forth to reshape their workforce.

I will provide responses to the other comments from Greg and the Team but this seemed like an easy (I hope) fix. Let me know what you think. Thanks.

Loretta L. Hunt
Branch Chief

Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

From: Snowden, Gregory A [<mailto:Gregory.Snowden@opm.gov>]
Sent: Thursday, June 29, 2017 1:46 PM
To: Hunt, Loretta <Hunt.Loretta@epa.gov>
Cc: Coleman, Darrell E <Darrell.Coleman@opm.gov>; Butler, Monica <Monica.Butler@opm.gov>; Hart, Debbi <Hart.Debbi@epa.gov>
Subject: EPA Draft VERA/VSIP Request Email 2 of 3 - OPM's Responses to Draft Targeted Positions In 22 Offices-- 6-29-2017

Good afternoon Loretta,

Attached please find OPM's comments/responses to EPA's Draft Targeted Positions under the VSIP plan for 22 offices. Thank you.

Gregory Snowden
OPM

From: Hunt, Loretta [<mailto:Hunt.Loretta@epa.gov>]
Sent: Friday, June 16, 2017 7:13 PM
To: Snowden, Gregory A; Mahoney, Michael J; Coleman, Darrell E; Thornton, Cathryn; Butler, Monica; Mulligan, James S. EOP/OMB
Cc: Vizian, Donna; Showman, John; Gray, Linda; Carpenter, Wesley; Hart, Debbi; Parker, Gary
Subject: Re: EPA Draft VERA/VSIP Request Email 2 of 3

EPA's targeted position spreadsheet.

From: Hunt, Loretta
Sent: Friday, June 16, 2017 6:55 PM
To: Snowden, Gregory A; Mahoney, Michael J; Coleman, Darrell E; Thornton, Cathryn; Butler, Monica; Mulligan, James S. EOP/OMB
Cc: Vizian, Donna; Showman, John; Gray, Linda; Carpenter, Wesley; Hart, Debbi; Parker, Gary
Subject: EPA Draft VERA/VSIP Request Email 1 of 3

The U.S. Environmental Protection Agency is submitting a draft VERA/VSIP request to OPM and OMB for review and comment. The agency is submitting one overall request but specific details are included for each program and regional office since the needs of each organization varies. The agency is submitting the following documentation:

1. EPA's VSIP Request (.pdf)
2. EPA's VERA Request (.pdf)

3. Business cases (all contained in one Word file; the Table of Contents provides direct links to each of our 22 business cases)
4. Targeted positions spreadsheets for each office (Excel file)
5. Organization charts (one .pdf file)
6. Agency level analysis/summary slides (PowerPoint)

We will send three emails containing the agency's draft request and supporting documentation.

Should you have any questions or concerns about EPA's request, you may contact me at hunt.loretta@epa.gov; (202)564-6963 or Debbi Hart at hart.debbi@epa.gov; (202) 564-2011.

Thank you in advance for your assistance with EPA's workforce reshaping efforts.

Message

From: Hart, Debbi [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=62AFB40F2BF1484D933F2CE207EB20E7-HART, DEBRA]
Sent: 6/30/2017 3:12:40 PM
To: Taylor, Jeremy [Taylor.Jeremy@epa.gov]; Engebretson, Lizabeth [Engebretson.Lizabeth@epa.gov]; Atkinson, Ryan [Atkinson.Ryan@epa.gov]
CC: Loretta Hunt [Hunt.Loretta@epa.gov]
Subject: RE: OIG V/V

No- they do theirs independently.

From: Taylor, Jeremy
Sent: Friday, June 30, 2017 10:42 AM
To: Engebretson, Lizabeth <Engebretson.Lizabeth@epa.gov>; Atkinson, Ryan <Atkinson.Ryan@epa.gov>
Cc: Hart, Debbi <Hart.Debbi@epa.gov>
Subject: RE: OIG V/V

Are they on the package that Loretta sent?

Jeremy A. Taylor
OARM-RTP-HRMD
Director
919-541-0537



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From: Engebretson, Lizabeth
Sent: Friday, June 30, 2017 10:13 AM
To: Taylor, Jeremy <Taylor.Jeremy@epa.gov>; Atkinson, Ryan <Atkinson.Ryan@epa.gov>
Cc: Hart, Debbi <Hart.Debbi@epa.gov>
Subject: OIG V/V

Jeremy and Ryan,
As an FYI – I have word (without details) of the OIG also putting together V/V package. I have heard the OIG will share the plan with Elaine and myself soon; so wanted to outreach as the intake system will also need to be workable for OIG. When I know more, will share asap.

Regards,
Liz

Message

From: Hart, Debbi [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=62AFB40F2BF1484D933F2CE207EB20E7-HART, DEBRA]
Sent: 7/6/2017 7:36:02 PM
To: Snowden, Gregory A [Gregory.Snowden@opm.gov]; Loretta Hunt [Hunt.Loretta@epa.gov]
Subject: FW: EPA Draft VERA/VSIP Request - theme chart for restructured positions

Importance: High

From: Hart, Debbi
Sent: Wednesday, July 05, 2017 10:09 AM
To: 'Mahoney, Michael J' <Mike.Mahoney@opm.gov>
Subject: FW: EPA Draft VERA/VSIP Request Email 2 of 3 - OPM's Responses to Draft Targeted Positions In 22 Offices-- 6-29-2017
Importance: High

Hey Mike-

Please see the info and chart below.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Does this help?

Debbi

Any way we could use this theme chart to make our case about the majority of restructured positions?

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

From: Hart, Debbi

Sent: Monday, July 03, 2017 9:37 AM

To: Mahoney, Michael J <Mike.Mahoney@opm.gov>

Subject: Re: EPA Draft VERA/VSIP Request Email 2 of 3 - OPM's Responses to Draft Targeted Positions In 22 Offices-- 6-29-2017

Thanks Mike - I've been pondering too! I'm checking back on what we have collected from each office and some preliminary theme estimates we have. Will let you know what I find. Also wondering if OPM would be comfortable with us reporting back on exactly how each V/V vacated position is filled after the fact. As I mentioned, we have a spreadsheet template we used after past rounds that required each office to capture exactly which of the four restructure options was utilized (and if significant change in duties, PDs had to be provided to our Shared Service Centers). This worked very well- OMB and EPA-OIG loved it. If OPM was expecting to see this too it would help put some teeth behind our V/V policing activities. Debbi

Sent from my iPhone

On Jun 30, 2017, at 11:05 PM, Mahoney, Michael J <Mike.Mahoney@opm.gov> wrote:

Hey Debbi,

I've been pondering this dilemma all evening after we talked.

Ex. 5 - Deliberative Process

I'm thinking out loud to some extent, but I'm wracking my brain to come up with something that will ease the burden on EPA and help further expedite the request

-mike

Sent from my iPad

On Jun 30, 2017, at 4:17 PM, "Hart, Debbi" <Hart.Debbi@epa.gov> wrote:

Thanks. Can we please talk?

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Mahoney, Michael J [<mailto:Mike.Mahoney@opm.gov>]
Sent: Friday, June 30, 2017 3:15 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Subject: RE: EPA Draft VERA/VSIP Request Email 2 of 3 - OPM's Responses to Draft Targeted Positions In 22 Offices-- 6-29-2017

Hi Debbie,

We will need a tad more info: rather than say '...in order to create opportunities for recruiting at lower grade levels' tell us what the lower grade level or levels are.

For example: Restructure, reduce and rebalance the current top-heavy, non-supervisory GS-14/15 grades by redistributing the work to staff at the GS 13 level.

We just need a specific idea how the position will be restructured; that is to say, will the work be given to several GS 12s...one GS 13, 3 GS 11s and a GS 12, etc. etc? Shouldn't be that difficult (or cumbersome) to provide. If all similar position will be treated/restructured the same way – OK to give a blanket statement. If not, we'll need to see for each position to be restructured

Hope this helps (can talk if need be, let me know)

-mike

From: Hart, Debbi [<mailto:Hart.Debbi@epa.gov>]
Sent: Friday, June 30, 2017 3:05 PM
To: Mahoney, Michael J
Subject: FW: EPA Draft VERA/VSIP Request Email 2 of 3 - OPM's Responses to Draft Targeted Positions In 22 Offices-- 6-29-2017
Importance: High

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Snowden, Gregory A [<mailto:Gregory.Snowden@opm.gov>]
Sent: Friday, June 30, 2017 2:48 PM
To: Hunt, Loretta <Hunt.Loretta@epa.gov>
Cc: Hart, Debbi <Hart.Debbi@epa.gov>; Mahoney, Michael J <Mike.Mahoney@opm.gov>
Subject: RE: EPA Draft VERA/VSIP Request Email 2 of 3 - OPM's Responses to Draft Targeted Positions In 22 Offices-- 6-29-2017

Good afternoon Loretta,

Unfortunately, your examples are too broad under the VSIP law at 5 U.S.C. 3522.

VERA and VSIP are position-based authorities. OPM needs to see the positions that are surplus as a result of the workforce restructuring plans. Under the law, excess positions can either be 'eliminated' or 'restructured' under the VSIP plan. Surplus positions that are targeted to be eliminated cannot be refilled once a VSIP is paid and the position becomes vacant.

Only surplus positions that are targeted to be 'restructured' can be refilled, such as a change in title, series, grade level, FPL or newly restructured skills sets. For example, Systems Accountant, GS-510-14, restructured to a Systems Accountant, GS-510-9/13, FPL; or Systems Accountant, GS-510-14, restructured to a Program Analyst, GS-301-14.

For each position targeted to be restructured under the VSIP plan, EPA only needs to indicate the new title, series, grade, FPL or a few examples of the new skills sets required for the restructured position.

For your information, OPM received numerous inquiries from EPA OIG regarding the previously approved VERA/VSIP. The majority of the inquiries dealt with how EPA's Offices carried out the restructuring goals under the approved VERA/VSIP authorities.

Please provide only the newly restructured title, series, grade, FPL or a few examples of the new skills sets for the targeted positions to be restructured under the VSIP plan.

Thank you for your assistance in this request.

Gregory Snowden
OPM

From: Hunt, Loretta [<mailto:Hunt.Loretta@epa.gov>]
Sent: Thursday, June 29, 2017 9:14 PM
To: Snowden, Gregory A; Mahoney, Michael J
Cc: Hart, Debbi
Subject: RE: EPA Draft VERA/VSIP Request Email 2 of 3 - OPM's Responses to Draft Targeted Positions In 22 Offices-- 6-29-2017
Importance: High

Greg/Mike,

Based on our discussion, it seems like OPM isn't expecting a long-drawn out explanation re: how EPA plans to restructure positions. Would it be okay to provide an agency-level description of restructuring rather than amending each region/program's section?

For example:

For all positions covered by EPA's request, if a position is vacated under VERA/VSIP the organization must restructure the position as follows before refilling the position:

- *Change from supervisory to non-supervisory.*
- *Decrease the grade and/or full performance level (i.e., at least one grade level lower than the current position).*
- *Change the series of the position.*
- *Significantly change the duties of the position if the series and grade are to remain the same (i.e., the incumbent who vacated could not be expected to learn how to perform these new duties within a reasonable amount of time. The servicing Human Resources Shared Service Center will determine if the change in duties are significant.*

This is the actual criteria the agency uses when tracking post-VERA/VSIP hires to ensure programs and regions are adhering to the plans they put forth to reshape their workforce.

I will provide responses to the other comments from Greg and the Team but this seemed like an easy (I hope) fix. Let me know what you think. Thanks.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

From: Snowden, Gregory A [<mailto:Gregory.Snowden@opm.gov>]
Sent: Thursday, June 29, 2017 1:46 PM
To: Hunt, Loretta <Hunt.Loretta@epa.gov>
Cc: Coleman, Darrell E <Darrell.Coleman@opm.gov>; Butler, Monica <Monica.Butler@opm.gov>; Hart, Debbi <Hart.Debbi@epa.gov>

Subject: EPA Draft VERA/VSIP Request Email 2 of 3 - OPM's Responses to Draft Targeted Positions In 22 Offices-- 6-29-2017

Good afternoon Loretta,

Attached please find OPM's comments/responses to EPA's Draft Targeted Positions under the VSIP plan for 22 offices. Thank you.

Gregory Snowden
OPM

From: Hunt, Loretta [<mailto:Hunt.Loretta@epa.gov>]
Sent: Friday, June 16, 2017 7:13 PM
To: Snowden, Gregory A; Mahoney, Michael J; Coleman, Darrell E; Thornton, Cathryn; Butler, Monica; Mulligan, James S. EOP/OMB
Cc: Vizian, Donna; Showman, John; Gray, Linda; Carpenter, Wesley; Hart, Debbi; Parker, Gary
Subject: Re: EPA Draft VERA/VSIP Request Email 2 of 3

EPA's targeted position spreadsheet.

From: Hunt, Loretta
Sent: Friday, June 16, 2017 6:55 PM
To: Snowden, Gregory A; Mahoney, Michael J; Coleman, Darrell E; Thornton, Cathryn; Butler, Monica; Mulligan, James S. EOP/OMB
Cc: Vizian, Donna; Showman, John; Gray, Linda; Carpenter, Wesley; Hart, Debbi; Parker, Gary
Subject: EPA Draft VERA/VSIP Request Email 1 of 3

The U.S. Environmental Protection Agency is submitting a draft VERA/VSIP request to OPM and OMB for review and comment. The agency is submitting one overall request but specific details are included for each program and regional office since the needs of each organization varies. The agency is submitting the following documentation:

1. EPA's VSIP Request (.pdf)
2. EPA's VERA Request (.pdf)
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4. Targeted positions spreadsheets for each office (Excel file)
5. Organization charts (one .pdf file)
6. Agency level analysis/summary slides (PowerPoint)

We will send three emails containing the agency's draft request and supporting documentation.

Should you have any questions or concerns about EPA's request, you may contact me at hunt.loretta@epa.gov; (202)564-6963 or Debbi Hart at hart.debbi@epa.gov; (202) 564-2011.

Thank you in advance for your assistance with EPA's workforce reshaping efforts.

Message

From: Hart, Debbi [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=62AFB40F2BF1484D933F2CE207EB20E7-HART, DEBRA]
Sent: 6/15/2017 8:58:00 PM
To: Kuhns, Jason [Kuhns.Jason@epa.gov]; Parker, Gary [parker.gary@epa.gov]
CC: Hunt, Loretta [Hunt.Loretta@epa.gov]
Subject: RE: VERA VSIP Roll Up by Appropriations

THX. Tomorrow can you please provide me with: **Ex. 5 - Deliberative Process**

And after we get ORD's updates this evening, can you send the new, FINAL targeted positions template? (Which is what we will submit to OPM/OMB tomorrow). Merci!

From: Kuhns, Jason
Sent: Thursday, June 15, 2017 11:39 AM
To: Hart, Debbi <Hart.Debbi@epa.gov>; Parker, Gary <parker.gary@epa.gov>
Cc: Hunt, Loretta <Hunt.Loretta@epa.gov>
Subject: RE: VERA VSIP Roll Up by Appropriations

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Thanks,

Jason Kuhns
U.S. Environmental Protection Agency
Office of Human Resources
202-564-3236
kuhns.jason@epa.gov

From: Hart, Debbi
Sent: Thursday, June 15, 2017 11:32 AM
To: Kuhns, Jason <Kuhns.Jason@epa.gov>; Parker, Gary <parker.gary@epa.gov>
Cc: Hunt, Loretta <Hunt.Loretta@epa.gov>
Subject: FW: VERA VSIP Roll Up by Appropriations

I think this is what I sent to Carol Terris: **Ex. 5 - Deliberative Process**

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Parker, Gary
Sent: Friday, June 09, 2017 12:46 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Cc: Kuhns, Jason <Kuhns.Jason@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>; Schulman, Marvin <Schulman.Marvin@epa.gov>; McNeal, Detha <McNeal.Detha@epa.gov>
Subject: VERA VSIP Roll Up by Appropriations

Debbi,

Attached please find our roll up numbers by appropriation and themes.

R,
Gary

Mr. Gary Parker
Branch Chief, Workforce Planning
USEPA/OARM/OHR
(O) 202-564-7421
(M) Ex. 6 - Personal Privacy

Message

From: Showman, John [Showman.John@epa.gov]
Sent: 7/14/2017 10:06:02 PM
To: Hart, Debbi [Hart.Debbi@epa.gov]
Subject: Fwd: VERA VSIP Applications Received

Sent from my iPhone

Begin forwarded message:

From: "Helm, Arron" <Helm.Arron@epa.gov>
Date: July 14, 2017 at 4:21:13 PM EDT
To: "Vizian, Donna" <Vizian.Donna@epa.gov>, "Showman, John" <Showman.John@epa.gov>, "Carter, Rick" <Carter.Rick@epa.gov>, "Hart, Debbi" <Hart.Debbi@epa.gov>, "Hunt, Loretta" <Hunt.Loretta@epa.gov>
Subject: Fwd: VERA VSIP Applications Received

Sent from my iPhone

Begin forwarded message:

From: "Martinson, Alice" <Martinson.Alice@epa.gov>
Date: July 14, 2017 at 4:17:58 PM EDT
To: "Helm, Arron" <Helm.Arron@epa.gov>, "Collins, BJ" <Collins.BJ@epa.gov>, "Carter, Rick" <Carter.Rick@epa.gov>, "Atkinson, Ryan" <Atkinson.Ryan@epa.gov>, "Taylor, Jeremy" <Taylor.Jeremy@epa.gov>, "Bonner, Jerome" <Bonner.Jerome@epa.gov>, "Engebretson, Lizabeth" <Engebretson.Lizabeth@epa.gov>
Cc: "Mairose, Sue" <Mairose.Sue@epa.gov>, "Davis, Cathy" <Davis.Cathy@epa.gov>, "Jimenez, Elaine" <Jimenez.Elaine@epa.gov>, "Ashley, Cheryl" <Ashley.Cheryl@epa.gov>, "Scribbs, Alison" <scribbs.alison@epa.gov>
Subject: VERA VSIP Applications Received

As of 4:15 this afternoon, Ex. 5 - Deliberative Process applications have been received agency-wide. Below is the breakdown by SSC and then by Program/Region.

Please note that we have received some duplicates and are working to eliminate those as we identify them.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

~ Alice

Alice Martinson
Acting Section Chief, RTP-SSC
U.S. Environmental Protection Agency
OARM/HRMD-RTP (MD-C639-02)
Research Triangle Park, NC 27711
voice: 919-541-5420
fax: 919-541-1360



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Message

From: Vaughan, Pat [Vaughan.Pat@epa.gov]
Sent: 7/7/2017 1:23:39 PM
To: Hart, Debbi [Hart.Debbi@epa.gov]
Subject: FW: V/V Communication Templates
Attachments: Prog and Reg VERA-VSIP Announcement 7-6-17.docx

Importance: High

[I hate it when people use colored backgrounds on their emails 😊.] Anyway.....since I now have to send this template to 475 people (our full targeted pool), I'm going to confuse the heck out of them when they see an attachment (B) saying they only have to be here for 3 years to be considered eligible for a VSIP. Is there a place we can indicate that we are only offering the VSIP to employees fully eligible to retire or eligible for a VERA? Can that wording be added to the template? Attaching that very complicated chart we provided OPM just makes things even more confusing.

Also...I have to have a separate letter for the ST/SLs, but have no clue who the POC is in the ERD to refer them to. Who should I ask?

Pat Vaughan
Director, Human Resources Division
ORD/Office of Administrative and Research Support
919-541-4912
919-406-4424 (cell)
<https://intranet.ord.epa.gov/oars/home>

From: Hunt, Loretta
Sent: Thursday, July 06, 2017 7:03 PM
To: RHRO <RHRO@epa.gov>; OHR PMOs <OHR_PMOs@epa.gov>
Cc: Hart, Debbi <Hart.Debbi@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Coomber, Robert <coomber.robert@epa.gov>; Peabody, Hitch <Peabody.Hitch@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>
Subject: V/V Communication Templates
Importance: High

HR Community,

Here are the templates we promised on today's HR Community Call.

Please keep in mind the following:

- The agency must have approval from OPM before notices can be sent. Stay tuned.
- The general notification goes to all employees in your program or region.
- The "targeted position" notice and attachments will only be sent to employees in your program/region's targeted positions pool.
- For organizations that targeted SL/ST positions, the Executive Resources Division is the servicing HR Office, not the SSC.

If you have any questions or concerns about the template, please contact Debbi Hart at (202) 564-2011 or hart.debbi@epa.gov.

Thanks.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

Message

From: Hart, Debbi [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=62AFB40F2BF1484D933F2CE207EB20E7-HART, DEBRA]
Sent: 7/3/2017 6:15:34 PM
To: Remmers, Janet [Remmers.Janet@epa.gov]
Subject: RE: V/V Budget Tables update information-status

So is it just OCFO and R9 now?

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Remmers, Janet
Sent: Monday, July 03, 2017 9:31 AM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Subject: RE: V/V Budget Tables update information-status

Ex. 5 - Deliberative Process

Janet Remmers, Ph.D.
RPROS
Office of Budget/OCFO
Mail code: 2732A
office: 202-564-0548
aws: 301-593-7870

From: Hart, Debbi
Sent: Monday, July 03, 2017 9:21 AM
To: Remmers, Janet <Remmers.Janet@epa.gov>
Subject: Re: V/V Budget Tables update information-status

Thanks Janet. I'll try to push on folks (to the extent that any of them are even connected today). Debbi

On Jul 3, 2017, at 7:04 AM, Remmers, Janet <Remmers.Janet@epa.gov> wrote:

Ex. 5 - Deliberative Process

Janet Remmers, Ph.D.
RPROS
Office of Budget/OCFO
Mail code: 2732A

office: 202-564-0548
aws: 301-593-7870
: 301-593-7870

From: Remmers, Janet

Sent: Saturday, July 01, 2017 6:32 AM

To: 'Tim Fontaine' <Fontaine.Tim@epa.gov>; Standifer, Juanita <Standifer.Juanita@epa.gov>; Maher, Karen <Maher.Karen@epa.gov>; Soward, Ruth-Alene <Soward.Ruth-Alene@epa.gov>; McCluney, Lance <McCluney.Lance@epa.gov>; Janowiak, Susan <Janowiak.susan@epa.gov>; Eubanks, Kristy <Eubanks.Kristy@epa.gov>; Klinker, Wendy <Klinker.Wendy@epa.gov>; Greenwald, Beth <Greenwald.Beth@epa.gov>; Bielenberg, Ben <Bielenberg.Ben@epa.gov>; Wong, Melissa <wong.melissa@epa.gov>

Subject: FW: V/V Budget Tables update information-status

Ex. 5 - Deliberative Process

I know in some offices this exercise is being done by the HRO or PMO. They would need help from the budget community.

We would greatly appreciate your help in getting these completed by Monday, July 3rd.

I am finding that folks are making this too complicated. It should be fairly simple. Here are some suggestions:

Ex. 5 - Deliberative Process

Please feel free to call me on 202-564-0548 if you have questions.

Janet Remmers, Ph.D.
RPROS
Office of Budget/OCFO
Mail code: 2732A
office: 202-564-0548
aws: 301-593-7870

From: Shanahan, Katherine

Sent: Friday, June 30, 2017 10:14 AM

To: Pastalove, Barbara <Pastalove.Barbara@epa.gov>; Rubel, Robert <Rubel.Robert@epa.gov>; McManus, Catharine <mcmamus.catharine@epa.gov>; Burrows, Eileen <BURROWS.EILEEN@EPA.GOV>; Schwartz, Barbara <Schwartz.Barbara@epa.gov>; Sanders, Amy <Sanders.Amy@epa.gov>; Breneman, Sara <breneman.sara@epa.gov>; Marlinga, Richard <marlinga.richard@epa.gov>; Rodriguez, Ray <Rodriguez.Ray@epa.gov>; Hill, Troy <Hill.Troy@epa.gov>; Price, Patricia <price.patricia@epa.gov>;

Fowler, Joshua <Fowler.Joshua@epa.gov>; Lane, Vicki <Lane.Vicki@epa.gov>; Barber, Anthony <Barber.Anthony@epa.gov>; OCFO-SBO <OCFOSBO@epa.gov>; OCFO-Regional-Comptroller <OCFORegionalComptroller@epa.gov>; OHR PMOs <OHR_PMOs@epa.gov>; Terris, Carol <Terris.Carol@epa.gov>; Remmers, Janet <Remmers.Janet@epa.gov>; Baden, Beth <Baden.Beth@epa.gov>; Klinker, Wendy <Klinker.Wendy@epa.gov>; Ajabi, Laurel <Ajabi.Laurel@epa.gov>

Cc: McDonald, James <McDonald.James@epa.gov>; Kenyon, Michael <Kenyon.Michael@epa.gov>

Subject: V/V Budget Tables update information

Good Morning Everyone

As Janet and Carol promised on yesterday's conference calls, please find attached the V/V Budget Tables update. In addition to the table template,

Ex. 5 - Deliberative Process

If you were unable to make the call and are unclear as to your next steps, please feel free to call me at 617-918-1619 and I will explain what was discussed during the call. If you have specific finance questions, Janet Remmers at 202-564-0548, is taking the lead for OCFO on the budget portion of the V/V submission.

Please Note: I went through every message that indicated yesterday's meeting invite had been forwarded. I typed in the names individually and while some added to the Address list, most did not. It appears that their names already appeared on either the Budget Officer Mail list or the Comptroller Mail list. Thus, if you do not see their individual name above, rest assured they were not missed!

Thank you

Kathie Shanahan
Human Resource Officer
EPA New England Region 1
617-918-1619

Message

From: Hart, Debbi [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=62AFB40F2BF1484D933F2CE207EB20E7-HART, DEBRA]
Sent: 7/7/2017 1:10:47 PM
To: Coomber, Robert [coomber.robert@epa.gov]; Corbett, Krysti [Corbett.Krysti@epa.gov]; Engebretson, Lizabeth [Engebretson.Lizabeth@epa.gov]; Bonner, Jerome [Bonner.Jerome@epa.gov]; Taylor, Jeremy [Taylor.Jeremy@epa.gov]; Arron Helm [Helm.Arron@epa.gov]; Peabody, Hitch [Peabody.Hitch@epa.gov]
CC: Carpenter, Wesley [Carpenter.Wesley@epa.gov]; Gray, Linda [gray.linda@epa.gov]; Loretta Hunt [Hunt.Loretta@epa.gov]; Parker, Gary [parker.gary@epa.gov]
Subject: FW: EPA Final VERA/VSIP Request--email 1 of 3
Attachments: EPA Signed Request for VERA VSIP July2017.pdf; EPA Prog and Reg Business Cases Final 7-6-17.docx; Copy of Targeted positions office submissions 7-6-17.xlsx

Importance: High

All—

As submitted in final to OPM/OMB (we had to break it into three pieces so that OPM will receive it.)

Ex. 5 - Deliberative Process

Deliberative Process
let me

know if there are questions. Thank you! Debbi

From: Hart, Debbi
Sent: Friday, July 07, 2017 8:52 AM
To: Snowden, Gregory A <Gregory.Snowden@opm.gov>; Mahoney, Michael J <Mike.Mahoney@opm.gov>; Coleman, Darrell E <Darrell.Coleman@opm.gov>; Thornton, Cathryn <Cathryn.Thornton@opm.gov>; Butler, Monica <Monica.Butler@opm.gov>; Mulligan, James S. EOP/OMB <James_S_Mulligan@omb.eop.gov>; 'Grossman, Andrea L. EOP/OMB' <Andrea_L_Grossman@omb.eop.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Loretta Hunt <Hunt.Loretta@epa.gov>
Subject: EPA Final VERA/VSIP Request--email 1 of 3
Importance: High

Greetings All-

Thank you for your assistance with this effort. As for our informal request, we are submitting our final package in three pieces. Attached is our signed VERA/VSIP template request. This will be followed by our final business case and targeted positions table. Please let us know if there are any questions. Thanks again-- Debbi

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

Message

From: Hart, Debbi [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=62AFB40F2BF1484D933F2CE207EB20E7-HART, DEBRA]
Sent: 6/7/2017 4:41:33 PM
To: Price, Patricia [price.patricia@epa.gov]; Hunt, Loretta [Hunt.Loretta@epa.gov]
Subject: RE: Freeze of Targeted V/V Positions

Hello Pat-

Per my v-mail, the freeze does include details but is not retroactive. It applies to new actions from the date of Donna's notice. Offices are advised to limit details in and out of targeted positions to only those that are critical. Let us know if there are other questions. Thanks. Debbi

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Price, Patricia
Sent: Tuesday, June 06, 2017 3:49 PM
To: Hunt, Loretta <Hunt.Loretta@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>
Subject: FW: Freeze of Targeted V/V Positions
Importance: High

Good Afternoon,

Does this include Details? They are not permanent assignments. Primarily with TalentHub and other Leadership Development Opportunities, that has been mainly the method for filling short term projects, etc. Appreciate your reply.

Thank you,

Pat Price
Human Resources Officer
EPA – Region 7
Office of Policy & Management
Human Capital Management Branch
11201 Renner Blvd
Lenexa, KS 66219
913 551-7575
Price.patricia@epa.gov
Strengthfinder Themes: Responsibility, Arranger, Developer, Harmony and Focus

From: Brincks, Mike
Sent: Tuesday, June 06, 2017 9:43 AM
To: Price, Patricia <price.patricia@epa.gov>; Krehbiel, Ben <Krehbiel.Ben@epa.gov>; Kohler, Carla <Kohler.Carla@epa.gov>; Flournoy, Luetta <Flournoy.Luetta@epa.gov>
Subject: FW: Freeze of Targeted V/V Positions



Mike Brincks

Assistant Regional Administrator
Office of Policy & Management
US Environmental Protection Agency, Region 7
11201 Renner Boulevard
Lenexa, KS 66219
Office: 913-551-7799
brincks.mike@epa.gov

From: Vizian, Donna

Sent: Tuesday, June 06, 2017 9:39 AM

To: 2017HQfirstassistants <2017HQfirstassistants@epa.gov>; 2017Regionfirstassistants <2017Regionfirstassistants@epa.gov>; ARA <ARA@epa.gov>; DAA-Career <DAACareer@epa.gov>; DRA <DRA@epa.gov>

Cc: Hart, Debbi <Hart.Debbi@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>

Subject: Freeze of Targeted V/V Positions

OPM's VERA guidance requires that VERA eligible employees serve in a position for a minimum time specified by OPM (usually 30 days prior to the date of the agency request). Given the current schedule for submitting our V/V business case later this month, please be aware that movement in and out of all targeted positions through reassignments, reorganizations, etc. must cease effective immediately. The prohibition on movement in and out of targeted positions extends to VSIP targeted positions too.

Message

From: Hart, Debbi [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=62AFB40F2BF1484D933F2CE207EB20E7-HART, DEBRA]
Sent: 6/30/2017 8:17:18 PM
To: Mahoney, Michael J [Mike.Mahoney@opm.gov]
Subject: RE: EPA Draft VERA/VSIP Request Email 2 of 3 - OPM's Responses to Draft Targeted Positions In 22 Offices-- 6-29-2017

Importance: High

Thanks. Can we please talk?

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Mahoney, Michael J [mailto:Mike.Mahoney@opm.gov]
Sent: Friday, June 30, 2017 3:15 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Subject: RE: EPA Draft VERA/VSIP Request Email 2 of 3 - OPM's Responses to Draft Targeted Positions In 22 Offices-- 6-29-2017

Hi Debbie,

We will need a tad more info: rather than say '...in order to create opportunities for recruiting at lower grade levels' tell us what the lower grade level or levels are.

For example: Restructure, reduce and rebalance the current top-heavy, non-supervisory GS-14/15 grades by redistributing the work to staff at the GS 13 level.

We just need a specific idea how the position will be restructured; that is to say, will the work be given to several GS 12s...one GS 13, 3 GS 11s and a GS 12, etc. etc? Shouldn't be that difficult (or cumbersome) to provide. If all similar position will be treated/restructured the same way – OK to give a blanket statement. If not, we'll need to see for each position to be restructured

Hope this helps (can talk if need be, let me know)

-mike

From: Hart, Debbi [mailto:Hart.Debbi@epa.gov]
Sent: Friday, June 30, 2017 3:05 PM
To: Mahoney, Michael J
Subject: FW: EPA Draft VERA/VSIP Request Email 2 of 3 - OPM's Responses to Draft Targeted Positions In 22 Offices-- 6-29-2017
Importance: High

Ex. 5 - Deliberative Process

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Snowden, Gregory A [<mailto:Gregory.Snowden@opm.gov>]
Sent: Friday, June 30, 2017 2:48 PM
To: Hunt, Loretta <Hunt.Loretta@epa.gov>
Cc: Hart, Debbi <Hart.Debbi@epa.gov>; Mahoney, Michael J <Mike.Mahoney@opm.gov>
Subject: RE: EPA Draft VERA/VSIP Request Email 2 of 3 - OPM's Responses to Draft Targeted Positions In 22 Offices-- 6-29-2017

Good afternoon Loretta,

Unfortunately, your examples are too broad under the VSIP law at 5 U.S.C. 3522.

VERA and VSIP are position-based authorities. OPM needs to see the positions that are surplus as a result of the workforce restructuring plans. Under the law, excess positions can either be 'eliminated' or 'restructured' under the VSIP plan. Surplus positions that are targeted to be eliminated cannot be refilled once a VSIP is paid and the position becomes vacant.

Only surplus positions that are targeted to be 'restructured' can be refilled, such as a change in title, series, grade level, FPL or newly restructured skills sets. For example, Systems Accountant, GS-510-14, restructured to a Systems Accountant, GS-510-9/13, FPL; or Systems Accountant, GS-510-14, restructured to a Program Analyst, GS-301-14.

For each position targeted to be restructured under the VSIP plan, EPA only needs to indicate the new title, series, grade, FPL or a few examples of the new skills sets required for the restructured position.

For your information, OPM received numerous inquiries from EPA OIG regarding the previously approved VERA/VSIP. The majority of the inquiries dealt with how EPA's Offices carried out the restructuring goals under the approved VERA/VSIP authorities.

Please provide only the newly restructured title, series, grade, FPL or a few examples of the new skills sets for the targeted positions to be restructured under the VSIP plan.

Thank you for your assistance in this request.

Gregory Snowden

From: Hunt, Loretta [<mailto:Hunt.Loretta@epa.gov>]

Sent: Thursday, June 29, 2017 9:14 PM

To: Snowden, Gregory A; Mahoney, Michael J

Cc: Hart, Debbi

Subject: RE: EPA Draft VERA/VSIP Request Email 2 of 3 - OPM's Responses to Draft Targeted Positions In 22 Offices-- 6-29-2017

Importance: High

Greg/Mike,

Based on our discussion, it seems like OPM isn't expecting a long-drawn out explanation re: how EPA plans to restructure positions. Would it be okay to provide an agency-level description of restructuring rather than amending each region/program's section?

For example:

For all positions covered by EPA's request, if a position is vacated under VERA/VSIP the organization must restructure the position as follows before refilling the position:

- *Change from supervisory to non-supervisory.*
- *Decrease the grade and/or full performance level (i.e., at least one grade level lower than the current position).*
- *Change the series of the position.*
- *Significantly change the duties of the position if the series and grade are to remain the same (i.e., the incumbent who vacated could not be expected to learn how to perform these new duties within a reasonable amount of time. The servicing Human Resources Shared Service Center will determine if the change in duties are significant.*

This is the actual criteria the agency uses when tracking post-VERA/VSIP hires to ensure programs and regions are adhering to the plans they put forth to reshape their workforce.

I will provide responses to the other comments from Greg and the Team but this seemed like an easy (I hope) fix. Let me know what you think. Thanks.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

From: Snowden, Gregory A [<mailto:Gregory.Snowden@opm.gov>]

Sent: Thursday, June 29, 2017 1:46 PM

To: Hunt, Loretta <Hunt.Loretta@epa.gov>

Cc: Coleman, Darrell E <Darrell.Coleman@opm.gov>; Butler, Monica <Monica.Butler@opm.gov>; Hart, Debbi <Hart.Debbi@epa.gov>

Subject: EPA Draft VERA/VSIP Request Email 2 of 3 - OPM's Responses to Draft Targeted Positions In 22 Offices-- 6-29-2017

Good afternoon Loretta,

Attached please find OPM's comments/responses to EPA's Draft Targeted Positions under the VSIP plan for 22 offices. Thank you.

Gregory Snowden
OPM

From: Hunt, Loretta [<mailto:Hunt.Loretta@epa.gov>]

Sent: Friday, June 16, 2017 7:13 PM

To: Snowden, Gregory A; Mahoney, Michael J; Coleman, Darrell E; Thornton, Cathryn; Butler, Monica; Mulligan, James S. EOP/OMB

Cc: Vizian, Donna; Showman, John; Gray, Linda; Carpenter, Wesley; Hart, Debbi; Parker, Gary

Subject: Re: EPA Draft VERA/VSIP Request Email 2 of 3

EPA's targeted position spreadsheet.

From: Hunt, Loretta

Sent: Friday, June 16, 2017 6:55 PM

To: Snowden, Gregory A; Mahoney, Michael J; Coleman, Darrell E; Thornton, Cathryn; Butler, Monica; Mulligan, James S. EOP/OMB

Cc: Vizian, Donna; Showman, John; Gray, Linda; Carpenter, Wesley; Hart, Debbi; Parker, Gary

Subject: EPA Draft VERA/VSIP Request Email 1 of 3

The U.S. Environmental Protection Agency is submitting a draft VERA/VSIP request to OPM and OMB for review and comment. The agency is submitting one overall request but specific details are included for each program and regional office since the needs of each organization varies. The agency is submitting the following documentation:

1. EPA's VSIP Request (.pdf)
2. EPA's VERA Request (.pdf)
3. Business cases (all contained in one Word file; the Table of Contents provides direct links to each of our 22 business cases)
4. Targeted positions spreadsheets for each office (Excel file)
5. Organization charts (one .pdf file)
6. Agency level analysis/summary slides (PowerPoint)

We will send three emails containing the agency's draft request and supporting documentation.

Should you have any questions or concerns about EPA's request, you may contact me at hunt.loretta@epa.gov; (202)564-6963 or Debbi Hart at hart.debbi@epa.gov; (202) 564-2011.

Thank you in advance for your assistance with EPA's workforce reshaping efforts.

Message

From: Taylor, Jeremy [Taylor.Jeremy@epa.gov]
Sent: 6/30/2017 2:42:04 PM
To: Engebretson, Lizabeth [Engebretson.Lizabeth@epa.gov]; Atkinson, Ryan [Atkinson.Ryan@epa.gov]
CC: Hart, Debbi [Hart.Debbi@epa.gov]
Subject: RE: OIG V/V

Are they on the package that Loretta sent?

Jeremy A. Taylor
OARM-RTP-HRMD
Director
919-541-0537



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From: Engebretson, Lizabeth
Sent: Friday, June 30, 2017 10:13 AM
To: Taylor, Jeremy <Taylor.Jeremy@epa.gov>; Atkinson, Ryan <Atkinson.Ryan@epa.gov>
Cc: Hart, Debbi <Hart.Debbi@epa.gov>
Subject: OIG V/V

Jeremy and Ryan,
As an FYI – I have word (without details) of the OIG also putting together V/V package. I have heard the OIG will share the plan with Elaine and myself soon; so wanted to outreach as the intake system will also need to be workable for OIG. When I know more, will share asap.

Regards,
Liz

Message

From: Hart, Debbi [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=62AFB40F2BF1484D933F2CE207EB20E7-HART, DEBRA]
Sent: 7/7/2017 6:04:15 PM
To: Vaughan, Pat [Vaughan.Pat@epa.gov]
Subject: RE: V/V Communication Templates

Great and fingers crossed!

From: Vaughan, Pat
Sent: Friday, July 07, 2017 1:13 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Subject: RE: V/V Communication Templates

Great, thanks again. I think we will add a statement to Attachment A specific to ORD's business case, listing the targeted areas, eligibility requirements, and cap, and then add the chart we submitted with our package as a linked PDF file (or something similar). That chart never did show the targeted pool areas (ex. Non-Supervisors GS-14 and above) anywhere on it.

We have the added complication of all 13 Labs/Center/Offices having their own "take" on what the pool would be made up of for their own organization. I'm hoping by now though, with our many briefings, that employees understand those many nuances.

Pat Vaughan
Director, Human Resources Division
ORD/Office of Administrative and Research Support
919-541-4912
919-406-4424 (cell)
<https://intranet.ord.epa.gov/oars/home>

From: Hart, Debbi
Sent: Friday, July 07, 2017 11:59 AM
To: Vaughan, Pat <Vaughan.Pat@epa.gov>
Subject: RE: V/V Communication Templates

Hey Pat-- As discussed, feel free to modify Attachment A so that your message to employees is as clear as possible. Hitch Peabody is the ERD POC. Thanks. Debbi

From: Vaughan, Pat
Sent: Friday, July 07, 2017 9:24 AM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Subject: FW: V/V Communication Templates
Importance: High

[I hate it when people use colored backgrounds on their emails ☺.] Anyway.....since I now have to send this template to 475 people (our full targeted pool), I'm going to confuse the heck out of them when they see an attachment (B) saying they only have to be here for 3 years to be considered eligible for a VSIP. Is there a place we can indicate that we are only offering the VSIP to employees fully eligible to retire or eligible for a VERA? Can that wording be added to the template? Attaching that very complicated chart we provided OPM just makes things even more confusing.

Also...I have to have a separate letter for the ST/SLs, but have no clue who the POC is in the ERD to refer them to. Who should I ask?

Pat Vaughan
Director, Human Resources Division
ORD/Office of Administrative and Research Support
919-541-4912
919-406-4424 (cell)
<https://intranet.ord.epa.gov/oars/home>

From: Hunt, Loretta
Sent: Thursday, July 06, 2017 7:03 PM
To: RHRO <RHRO@epa.gov>; OHR PMOs <OHR_PMOs@epa.gov>
Cc: Hart, Debbi <Hart.Debbi@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Coomber, Robert <coomber.robert@epa.gov>; Peabody, Hitch <Peabody.Hitch@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>
Subject: V/V Communication Templates
Importance: High

HR Community,

Here are the templates we promised on today's HR Community Call.

Please keep in mind the following:

- The agency must have approval from OPM before notices can be sent. Stay tuned.
- The general notification goes to all employees in your program or region.
- The "targeted position" notice and attachments will only be sent to employees in your program/region's targeted positions pool.
- For organizations that targeted SL/ST positions, the Executive Resources Division is the servicing HR Office, not the SSC.

If you have any questions or concerns about the template, please contact Debbi Hart at (202) 564-2011 or hart.debbi@epa.gov.

Thanks.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

Message

From: Hart, Debbi [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=62AFB40F2BF1484D933F2CE207EB20E7-HART, DEBRA]
Sent: 6/8/2017 5:08:14 PM
CC: Parker, Gary [parker.gary@epa.gov]; Loretta Hunt [Hunt.Loretta@epa.gov]; Willig, Jeanine [willig.jeanine@epa.gov]; Kuhns, Jason [kuhns.jason@epa.gov]; McNeal, Detha [McNeal.Detha@epa.gov]; Marvin Schulman [Schulman.Marvin@epa.gov]
Subject: FW: Decision on including SES in the V/V
Attachments: OLEM Current FY17 Org Chart Revised 6-2-17 .pptx; OLEM Projected PB FY18 Org Chart Revised 6-2-17.pptx; OLEM Targeted Positions Template - FINAL Revised 6-8-17.xlsx; OLEM VERA VSIP Major Themes FINAL REVISED 6-8-17.xlsx; FINAL - OLEM VERA-VSIP Proposal Revised 6-8-2017.docx; 2017 OLEM VERA-VSIP Budget Summary Sheet- 6-08-2017.pdf

FYI—I think this is the last update barring any discrepancies we need to address. debbi

From: Smith, Susan
Sent: Thursday, June 08, 2017 1:03 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Cc: Parker, Gary <parker.gary@epa.gov>; Kuhns, Jason <Kuhns.Jason@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>; McNeal, Detha <McNeal.Detha@epa.gov>; Simon, Nigel <Simon.Nigel@epa.gov>; Breen, Barry <Breen.Barry@epa.gov>
Subject: RE: Decision on including SES in the V/V

Per the email below,

Ex. 5 - Deliberative Process

Susan

Susan Smith, Director
Organizational Management and Integrity Staff
Office of Land and Emergency Management/U.S. EPA
1301 Constitution Ave., NW, Washington, DC 20460
4139 WJC West/MC: 5101T

202-564-6656 (office)
Ex. 6 - Personal Privacy cell)
202-566-6324 (fax)

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From: Vizian, Donna
Sent: Tuesday, June 06, 2017 6:36 PM
To: Robbins, Chris <Robbins.Chris@epa.gov>; Kavlock, Robert <Kavlock.Robert@epa.gov>; Simon, Nigel <Simon.Nigel@epa.gov>; Breen, Barry <Breen.Barry@epa.gov>
Cc: Hart, Debbi <Hart.Debbi@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Showman, John <Showman.John@epa.gov>
Subject: Decision on including SES in the V/V

Hi – I am sending to a small group,

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Please let me know if you have any questions.

Thanks

Donna

Message

From: Hart, Debbi [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=62AFB40F2BF1484D933F2CE207EB20E7-HART, DEBRA]
Sent: 6/7/2017 4:32:11 PM
To: Loretta Hunt [Hunt.Loretta@epa.gov]; McNeal, Detha [McNeal.Detha@epa.gov]; Marvin Schulman [Schulman.Marvin@epa.gov]; Parker, Gary [parker.gary@epa.gov]; Willig, Jeanine [willig.jeanine@epa.gov]; Kuhns, Jason [kuhns.jason@epa.gov]
Subject: FW: updated VERA/VSIP proposal
Attachments: VERA-VSIP summary proposal May 22 2017.docx

Another update—they are still trickling in.

From: Cherry, Katrina
Sent: Wednesday, June 07, 2017 9:15 AM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Cc: Nishida, Jane <Nishida.Jane@epa.gov>; Cunningham, Dennis <Cunningham.Dennis@epa.gov>
Subject: FW: updated VERA/VSIP proposal

Hi Debbi,

Ex. 5 - Deliberative Process

From: Cunningham, Dennis
Sent: Wednesday, June 07, 2017 9:09 AM
To: Cherry, Katrina <Cherry.Katrina@epa.gov>
Subject: updated VERA/VSIP proposal

Katrina,

Ex. 5 - Deliberative Process

Dennis

Dennis H. Cunningham, Deputy Director
Office of Management & International Services
Office of International & Tribal Affairs
U.S. Environmental Protection Agency
Cunningham.dennis@epa.gov
Phone: 202-564-6622

Message

From: Helm, Arron [Helm.Arron@epa.gov]
Sent: 7/14/2017 8:21:13 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]; Showman, John [Showman.John@epa.gov]; Carter, Rick [Carter.Rick@epa.gov]; Hart, Debbi [Hart.Debbi@epa.gov]; Hunt, Loretta [Hunt.Loretta@epa.gov]
Subject: Fwd: VERA VSIP Applications Received

Sent from my iPhone

Begin forwarded message:

From: "Martinson, Alice" <Martinson.Alice@epa.gov>
Date: July 14, 2017 at 4:17:58 PM EDT
To: "Helm, Arron" <Helm.Arron@epa.gov>, "Collins, BJ" <Collins.BJ@epa.gov>, "Carter, Rick" <Carter.Rick@epa.gov>, "Atkinson, Ryan" <Atkinson.Ryan@epa.gov>, "Taylor, Jeremy" <Taylor.Jeremy@epa.gov>, "Bonner, Jerome" <Bonner.Jerome@epa.gov>, "Engebretson, Lizabeth" <Engebretson.Lizabeth@epa.gov>
Cc: "Mairose, Sue" <Mairose.Sue@epa.gov>, "Davis, Cathy" <Davis.Cathy@epa.gov>, "Jimenez, Elaine" <Jimenez.Elaine@epa.gov>, "Ashley, Cheryl" <Ashley.Cheryl@epa.gov>, "Scribbs, Alison" <scribbs.alison@epa.gov>
Subject: VERA VSIP Applications Received

As of 4:15 this afternoon, Ex. 5 - Deliberative Process applications have been received agency-wide.
Below is the breakdown by SSC and then by Program/Region.

Please note that we have received some duplicates and are working to eliminate those as we identify them.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

~ Alice

Alice Martinson
Acting Section Chief, RTP-SSC
U.S. Environmental Protection Agency
OARM/HRMD-RTP (MD-C639-02)
Research Triangle Park, NC 27711
voice: 919-541-5420
fax: 919-541-1360



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Message

From: Hart, Debbi [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=62AFB40F2BF1484D933F2CE207EB20E7-HART, DEBRA]
Sent: 6/7/2017 4:31:31 PM
To: Cherry, Katrina [Cherry.Katrina@epa.gov]
CC: Nishida, Jane [Nishida.Jane@epa.gov]; Cunningham, Dennis [Cunningham.Dennis@epa.gov]
Subject: RE: updated VERA/VSIP proposal

Katrina—got it and thanks. Debbi

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Cherry, Katrina
Sent: Wednesday, June 07, 2017 9:15 AM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Cc: Nishida, Jane <Nishida.Jane@epa.gov>; Cunningham, Dennis <Cunningham.Dennis@epa.gov>
Subject: FW: updated VERA/VSIP proposal

Hi Debbi,

Ex. 5 - Deliberative Process

From: Cunningham, Dennis
Sent: Wednesday, June 07, 2017 9:09 AM
To: Cherry, Katrina <Cherry.Katrina@epa.gov>
Subject: updated VERA/VSIP proposal

Katrina,

Ex. 5 - Deliberative Process

Dennis

Dennis H. Cunningham, Deputy Director
Office of Management & International Services
Office of International & Tribal Affairs
U.S. Environmental Protection Agency
Cunningham.dennis@epa.gov
Phone: 202-564-6622

Message

From: Hunt, Loretta [Hunt.Loretta@epa.gov]
Sent: 8/8/2017 6:00:51 PM
To: Shanahan, Katherine [Shanahan.Katherine@epa.gov]
CC: Hart, Debbi [Hart.Debbi@epa.gov]
Subject: RE: VERA/VSIP Allocation Flexibility

Kathie, discuss with your servicing SSC. They should have the "waitlist" information to help the region decide if they want to re-allocate surplus offers.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

From: Shanahan, Katherine
Sent: Tuesday, August 08, 2017 1:32 PM
To: Hunt, Loretta <Hunt.Loretta@epa.gov>
Subject: RE: VERA/VSIP Allocation Flexibility

Loretta

I realize you may be busy resuscitating the SSC's at the moment, but how fast would this decision need to be made? 24 hours – 48 hours?? I am sure I will be asked

Thanks

Kathie

From: Hunt, Loretta
Sent: Tuesday, August 08, 2017 1:06 PM
To: RHRO <RHRO@epa.gov>; OHR PMOs <OHR_PMOs@epa.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Peabody, Hitch <Peabody.Hitch@epa.gov>; Coomber, Robert <coomber.robert@epa.gov>; Corbett, Krysti <Corbett.Krysti@epa.gov>; Engebretson, Lizabeth <Engebretson.Lizabeth@epa.gov>
Subject: VERA/VSIP Allocation Flexibility

HR Community,

A few offices came to OHR and requested V/V allocation flexibility. We decided to ask OPM to allow all programs this flexibility (a few specifically asked in their initial business cases and were already approved).

The new language added to the agency's business case (pg. 3, attached) specifically states:

Given the pool of available candidates across our program and regional offices, the agency would like to request the flexibility to increase (or decrease) the offer number in one or more categories if

necessary, with the understanding that the overall cap for each program or regional office (as identified in sections II-XXIII below) cannot be exceeded.

What this means is that offices can shift slots to oversubscribed categories from undersubscribed categories. For example:

Region A allotted 5 V/V slots for eligible 301s and 5 slots for eligible 0028s. The servicing SSC received 7 applications from 301s but only 3 applications from 0028s. Region A may now move the 2 surplus slots allotted for the 0028 positions over to the 301 category to allow more eligible applicants to take V/V.

Please note, the region or program office may not:

- Exceed the organization's maximum V/V cap approved by OPM and OMB.
- Add additional positions to the eligibility pool.
- Approve more positions to vacate in a series/location/subcomponent than the organization can realistically handle. Remember, all positions (except designated safe positions) vacated under V/V must be eliminated or restructured. The organization must be still be able to function/meet mission needs once employees vacate.

If you have any questions or concerns, please contact me or your servicing HR Shared Service Center.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

Message

From: Smith, Susan [Smith.Susan@epa.gov]
Sent: 6/8/2017 5:03:14 PM
To: Hart, Debbi [Hart.Debbi@epa.gov]
CC: Parker, Gary [parker.gary@epa.gov]; Kuhns, Jason [Kuhns.Jason@epa.gov]; Hunt, Loretta [Hunt.Loretta@epa.gov]; McNeal, Detha [McNeal.Detha@epa.gov]; Simon, Nigel [Simon.Nigel@epa.gov]; Breen, Barry [Breen.Barry@epa.gov]
Subject: RE: Decision on including SES in the V/V
Attachments: OLEM Current FY17 Org Chart Revised 6-2-17 .pptx; OLEM Projected PB FY18 Org Chart Revised 6-2-17.pptx; OLEM Targeted Positions Template - FINAL Revised 6-8-17.xlsx; OLEM VERA VSIP Major Themes FINAL REVISED 6-8-17.xlsx; FINAL - OLEM VERA-VSIP Proposal Revised 6-8-2017.docx; 2017 OLEM VERA-VSIP Budget Summary Sheet- 6-08-2017.pdf

Per the email below,

Ex. 5 - Deliberative Process

Susan

Susan Smith, Director
Organizational Management and Integrity Staff
Office of Land and Emergency Management/U.S. EPA
1301 Constitution Ave., NW, Washington, DC 20460
4139 WJC West/MC: 5101T

202-564-6656 (office)
202-834-8239 (cell)
202-566-6324 (fax)

Follow OLEM on Twitter @EPALand

From: Vizian, Donna
Sent: Tuesday, June 06, 2017 6:36 PM
To: Robbins, Chris <Robbins.Chris@epa.gov>; Kavlock, Robert <Kavlock.Robert@epa.gov>; Simon, Nigel <Simon.Nigel@epa.gov>; Breen, Barry <Breen.Barry@epa.gov>
Cc: Hart, Debbi <Hart.Debbi@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Showman, John <Showman.John@epa.gov>
Subject: Decision on including SES in the V/V

Hi – I am sending to a small group,

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Please let me know if you have any questions.

Thanks
Donna

Message

From: Hunt, Loretta [Hunt.Loretta@epa.gov]
Sent: 6/5/2017 8:38:03 PM
To: Hart, Debbi [Hart.Debbi@epa.gov]
Subject: RE: V/V questions

Please see my edits below.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

From: Hart, Debbi
Sent: Monday, June 05, 2017 3:30 PM
Cc: Hunt, Loretta <Hunt.Loretta@epa.gov>
Subject: FW: V/V questions

Donna-

As discussed, see the excerpt from the VERA guide below. So maybe a note to senior leadership stating that:

OPM's VERA [guidance](#) requires that VERA eligible employees serve in a position 30 days prior to the date the agency requests the authority from OPM. Given the current schedule for submitting our V/V business case later this month, please be aware that movement in and out of all targeted positions through reassignments, reorganizations, etc. must cease effective immediately. The prohibition on movement in and out of targeted positions extends to VSIP targeted positions too.

From: Hunt, Loretta
Sent: Monday, June 05, 2017 11:10 AM
To: Parker, Gary <parker.gary@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>
Subject: RE: V/V questions

OPM's VERA [guidance](#) states eligible employees must:

Have served in a position covered by the OPM authorization for the minimum time specified by OPM (usually 30 days prior to the date of the agency request);

VSIP has no such requirement (only that the employee is serving in a position covered by the authority).

However, to keep things simple and equitable, we should probably issue a "cease movement in and out of all targeted positions" notification soon to prevent organizations from trying to game the system.

From: Vizian, Donna
Sent: Monday, June 05, 2017 10:28 AM
To: Hart, Debbi <Hart.Debbi@epa.gov>

Cc: Parker, Gary <parker.gary@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>

Subject: RE: V/V questions

When do we need to put a hold on reassignments? Of do we say that the person must be in the position for something like the past 3 months?

From: Hart, Debbi

Sent: Monday, June 05, 2017 10:23 AM

To: Vizian, Donna <Vizian.Donna@epa.gov>

Cc: Parker, Gary <parker.gary@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>

Subject: Re: V/V questions

Gary will get back to you soon with more specifics on these targeted positions. FYI- Loretta's V/V team has reviewed 17 business cases and is working on the remaining 5.

Sent from my iPhone

On Jun 5, 2017, at 9:45 AM, Vizian, Donna <Vizian.Donna@epa.gov> wrote:

Hi -

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

thanks

Message

From: Hart, Debbi [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=62AFB40F2BF1484D933F2CE207EB20E7-HART, DEBRA]
Sent: 7/7/2017 5:26:00 PM
To: Showman, John [Showman.John@epa.gov]
Subject: Does this work?

- What is unique about the workforce composition in regions with multiple 100s of proposed buyouts versus those with under 50—shouldn't regional offices consist of roughly similar workforce configurations?

While each regional office performs similar work, some have unique programs that require additional resources (e.g., Region 5 manages the Great Lakes National Program Office). Thus some regional offices are larger than others and have greater capacity in terms of reaching their optimal efficiency/effectiveness.

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

Message

From: Hunt, Loretta [Hunt.Loretta@epa.gov]
Sent: 8/8/2017 5:56:16 PM
To: Schwartz, Barbara [Schwartz.Barbara@epa.gov]
CC: Bailey, Rhonda [Bailey.Rhonda@epa.gov]; Hart, Debbi [Hart.Debbi@epa.gov]
Subject: RE: VERA/VSIP Allocation Flexibility

Barbara,

No. No new positions may be added to the targeted pool.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

From: Schwartz, Barbara
Sent: Tuesday, August 08, 2017 1:29 PM
To: Hunt, Loretta <Hunt.Loretta@epa.gov>
Cc: Bailey, Rhonda <Bailey.Rhonda@epa.gov>
Subject: RE: VERA/VSIP Allocation Flexibility

Loretta – can we add a geographic area if the grade and series match?

From: Hunt, Loretta
Sent: Tuesday, August 08, 2017 1:06 PM
To: RHRO <RHRO@epa.gov>; OHR PMOs <OHR_PMOs@epa.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Peabody, Hitch <Peabody.Hitch@epa.gov>; Coomber, Robert <coomber.robert@epa.gov>; Corbett, Krysti <Corbett.Krysti@epa.gov>; Engebretson, Lizabeth <Engebretson.Lizabeth@epa.gov>
Subject: VERA/VSIP Allocation Flexibility

HR Community,

A few offices came to OHR and requested V/V allocation flexibility. We decided to ask OPM to allow all programs this flexibility (a few specifically asked in their initial business cases and were already approved).

The new language added to the agency's business case (pg. 3, attached) specifically states:

Given the pool of available candidates across our program and regional offices, the agency would like to request the flexibility to increase (or decrease) the offer number in one or more categories if necessary, with the understanding that the overall cap for each program or regional office (as identified in sections II-XXIII below) cannot be exceeded.

What this means is that offices can shift slots to oversubscribed categories from undersubscribed categories. For example:

Region A allotted 5 V/V slots for eligible 301s and 5 slots for eligible 0028s. The servicing SSC received 7 applications from 301s but only 3 applications from 0028s. Region A may now move the 2 surplus slots allotted for the 0028 positions over to the 301 category to allow more eligible applicants to take V/V.

Please note, the region or program office may not:

- Exceed the organization's maximum V/V cap approved by OPM and OMB.
- Add additional positions to the eligibility pool.
- Approve more positions to vacate in a series/location/subcomponent than the organization can realistically handle. Remember, all positions (except designated safe positions) vacated under V/V must be eliminated or restructured. The organization must be still be able to function/meet mission needs once employees vacate.

If you have any questions or concerns, please contact me or your servicing HR Shared Service Center.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

Message

From: Hart, Debbi [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=62AFB40F2BF1484D933F2CE207EB20E7-HART, DEBRA]
Sent: 7/6/2017 7:10:15 PM
To: Loretta Hunt [Hunt.Loretta@epa.gov]
Subject: updated schedule--
Attachments: SSC Schedule V-V July6 2017 .docx

Importance: High

Our piece in highlights. Let me know if clear.

BTW- I think the communication letter to “eligible employees” is confusing—why not change it to “Employees in Targeted Positions” which is how you labeled the communication?

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

Message

From: Terris, Carol [Terris.Carol@epa.gov]
Sent: 6/29/2017 6:06:22 PM
To: Dalrymple, Anne [Dalrymple.Anne@epa.gov]; Barber, Anthony [Barber.Anthony@epa.gov]
CC: Hart, Debbi [Hart.Debbi@epa.gov]; Lindsay, Nancy [Lindsay.Nancy@epa.gov]
Subject: RE: Region 10 VERA VSIP Business Case

Thank you all for your help!

From: Dalrymple, Anne
Sent: Thursday, June 29, 2017 11:56 AM
To: Terris, Carol <Terris.Carol@epa.gov>; Barber, Anthony <Barber.Anthony@epa.gov>
Cc: Hart, Debbi <Hart.Debbi@epa.gov>; Lindsay, Nancy <Lindsay.Nancy@epa.gov>
Subject: Region 10 VERA VSIP Business Case

Hi Carol and Tony –

Attached is the R10 V/V budget table.

Tony's memory may be better on what we changed, but I recall we tried to follow the format and put the payroll saving in FY17; but also at some point thought there might be a logic problem with the instructions.

Tony is currently en route from Portland, but we expect him to arrive in time to be on the 11:30 Pacific/2:30 Eastern call with the HCO community.

Our comptroller, Russ Harmon, is on A/L but we can have our Budget Officer on the call if you think we need her to talk about R10's numbers.

Anne

Anne Dalrymple
Acting Deputy Assistant Regional Administrator
U.S. Environmental Protection Agency
1200 Sixth Ave, Suite 900, OMP 212
Seattle, WA 98101
(206) 553-6313

Message

From: Hart, Debbi [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=62AFB40F2BF1484D933F2CE207EB20E7-HART, DEBRA]
Sent: 7/7/2017 12:53:29 PM
To: Snowden, Gregory A [Gregory.Snowden@opm.gov]; Mahoney, Michael J [Mike.Mahoney@opm.gov]; Coleman, Darrell E [Darrell.Coleman@opm.gov]; Thornton, Cathryn [Cathryn.Thornton@opm.gov]; Butler, Monica [Monica.Butler@opm.gov]; Mulligan, James S. EOP/OMB [James_S_Mulligan@omb.eop.gov]; Grossman, Andrea L. EOP/OMB [Andrea_L_Grossman@omb.eop.gov]
CC: Vizian, Donna [Vizian.Donna@epa.gov]; Showman, John [Showman.John@epa.gov]; Gray, Linda [gray.linda@epa.gov]; Carpenter, Wesley [Carpenter.Wesley@epa.gov]; Parker, Gary [parker.gary@epa.gov]; Loretta Hunt [Hunt.Loretta@epa.gov]
Subject: EPA Final VERA/VSIP Request--email 2 of 3
Attachments: EPA Prog and Reg Business Cases Final 7-6-17.docx

EPA's final business case (attached). DH

From: Hart, Debbi
Sent: Friday, July 07, 2017 8:52 AM
To: Snowden, Gregory A <Gregory.Snowden@opm.gov>; Mahoney, Michael J <Mike.Mahoney@opm.gov>; Coleman, Darrell E <Darrell.Coleman@opm.gov>; Thornton, Cathryn <Cathryn.Thornton@opm.gov>; Butler, Monica <Monica.Butler@opm.gov>; Mulligan, James S. EOP/OMB <James_S_Mulligan@omb.eop.gov>; 'Grossman, Andrea L. EOP/OMB' <Andrea_L_Grossman@omb.eop.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Loretta Hunt <Hunt.Loretta@epa.gov>
Subject: EPA Final VERA/VSIP Request--email 1 of 3
Importance: High

Greetings All-

Thank you for your assistance with this effort. As for our informal request, we are submitting our final package in three pieces. Attached is our signed VERA/VSIP template request. This will be followed by our final business case and targeted positions table. Please let us know if there are any questions. Thanks again-- Debbi

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

Message

From: Hart, Debbi [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=62AFB40F2BF1484D933F2CE207EB20E7-HART, DEBRA]
Sent: 6/8/2017 4:50:54 PM
To: Marvin Schulman [Schulman.Marvin@epa.gov]; Parker, Gary [parker.gary@epa.gov]
CC: Loretta Hunt [Hunt.Loretta@epa.gov]
Subject: Status Update: VERA/VSIP

Importance: High

Anything I'm missing or I've misstated? Read carefully bc this may got out broadly. THX!

Hello-

FYI-- Here's a quick update.

- The V/V team completed its review of the 22 packages submitted by regions and program offices; business cases are sound and targeted position templates are being rolled up into an agency level spreadsheet.
- We await final submissions for a few offices that required minor adjustments.
- We began populating the framework for the agency level business case and are analyzing potential agency level cross-cutting impacts.
- We expect to share the draft business case informally with OPM/OMB next week.
- We are drafting a number of communications and talking points to share with offices in the near future.
- We continue to update our Early Out/Buyout website so that employees have all relevant V/V information in one location.
- Weekly meetings with the SSCs and LER are occurring to coordinate union negotiations and ensure a smooth transition from business case acceptance to implementation.

Thanks to all for your support past and as we move forward!

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

Message

From: Hart, Debbi [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=62AFB40F2BF1484D933F2CE207EB20E7-HART, DEBRA]
Sent: 6/13/2017 1:41:59 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]
Subject: RE: Vera VSIP

Not a requirement to my knowledge. Will try to confirm.

-----Original Message-----

From: Vizian, Donna
Sent: Tuesday, June 13, 2017 9:33 AM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Subject: FW: Vera VSIP

Do you know

-----Original Message-----

From: Walsh, Ed
Sent: Tuesday, June 13, 2017 9:31 AM
To: Vizian, Donna <Vizian.Donna@epa.gov>; Richardson, RobinH <Richardson.RobinH@epa.gov>
Subject: Vera VSIP

Hi Donna/ Robin.

Do you know of any specific requirement to notify congress of plans around VERA/VSIP?

Thanks

Ed

Message

From: Hart, Debbi [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=62AFB40F2BF1484D933F2CE207EB20E7-HART, DEBRA]
Sent: 6/16/2017 6:01:42 PM
To: Hunt, Loretta [Hunt.Loretta@epa.gov]
Subject: RE: Draft email to OPM re: V/V

Importance: High

Looks good—some suggestions.

Draft

The U.S. Environmental Protection Agency is submitting a draft VERA/VSIP request to OPM and OMB for review and comment. The agency is submitting one overall request but specific details are included for each program and regional office since the needs of each organization varies. The agency is submitting the following documentation:

1. Business cases (all contained in one Word file; the Table of Contents provides direct links to each of our 22 business cases)
2. Targeted positions spreadsheets for each office (Excel file)
3. Organization charts (one .pdf file)
4. EPA's VSIP Request (.pdf)
5. EPA's VERA Request (.pdf)
6. Agency level analysis/summary slides (PowerPoint)

We will send X number of emails containing the agency's requests and supporting documentation.

Should you have any questions or concerns about EPA's request, you may contact me at hunt.loretta@epa.gov; (202)564-6963 or Debbi Hart at hart.debbi@epa.gov; (202) 564-2011.

Thank you in advance for your assistance with EPA's workforce reshaping efforts.

Message

From: Hart, Debbi [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=62AFB40F2BF1484D933F2CE207EB20E7-HART, DEBRA]
Sent: 6/19/2017 3:50:01 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]
Subject: RE: FYI--Draft final V/V submission is now delivered--

Could you please send your message below to

McNeal, Detha McNeal.Detha@epa.gov
Kuhns, Jason kuhns.jason@epa.gov
Parker, Gary parker.gary@epa.gov
Loretta Hunt Hunt.Loretta@epa.gov
Marvin Schulman Schulman.Marvin@epa.gov ?

I know they will appreciate hearing it. THANKS!

From: Vizian, Donna
Sent: Saturday, June 17, 2017 7:55 AM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Cc: Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>
Subject: Re: FYI--Draft final V/V submission is now delivered--

Thank you everyone. I really appreciate it.

On Jun 16, 2017, at 7:31 PM, Hart, Debbi <Hart.Debbi@epa.gov> wrote:

It's now 7:30. We had late-breaking changes from R2 and also identified number discrepancies for the AO and R10 during our final QA. Number changes have ripple effects...

Despite the stress and frustration, couldn't ask for a better team. Shout outs to Marvin, Detha, Jason and Loretta- they continue to be awesome.

HELLO WEEKEND!

Message

From: Hart, Debbi [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=62AFB40F2BF1484D933F2CE207EB20E7-HART, DEBRA]
Sent: 6/15/2017 6:59:13 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]
Subject: And one more...

That's it for now. Let me know what you think. THANKS!

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

Message

From: Vizian, Donna [Vizian.Donna@epa.gov]
Sent: 7/13/2017 6:23:01 PM
To: Hunt, Loretta [Hunt.Loretta@epa.gov]
CC: Hart, Debbi [Hart.Debbi@epa.gov]
Subject: RE: Hiring Request for Office of Multi-Media

Thanks

From: Hunt, Loretta
Sent: Thursday, July 13, 2017 12:43 PM
To: Vizian, Donna <Vizian.Donna@epa.gov>
Cc: Hart, Debbi <Hart.Debbi@epa.gov>
Subject: RE: Hiring Request for Office of Multi-Media

Donna, **Ex. 5 - Deliberative Process**

Twanna Lesperance or Reginald Allen would be in a better position to discuss specifics.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

From: Vizian, Donna
Sent: Thursday, July 13, 2017 11:07 AM
To: Hunt, Loretta <Hunt.Loretta@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>
Subject: Fwd: Hiring Request for Office of Multi-Media

Hi, **Ex. 5 - Deliberative Process**

Begin forwarded message:

From: "Flynn, Mike" <Flynn.Mike@epa.gov>
Date: July 13, 2017 at 9:07:14 AM EDT
To: "Vizian, Donna" <Vizian.Donna@epa.gov>
Subject: Fwd: Hiring Request for Office of Multi-Media

Will need to chat with you about this.

Mike Flynn
Acting Deputy Administrator
U.S. Environmental Protection Agency
(202) 564- 4711

Sent from my iPhone

Begin forwarded message:

From: "Hull, George" <Hull.George@epa.gov>
Date: July 13, 2017 at 8:29:20 AM EDT
To: "Flynn, Mike" <Flynn.Mike@epa.gov>
Cc: "Reeder, John" <Reeder.John@epa.gov>
Subject: RE: Hiring Request for Office of Multi-Media

The series for these two positions is 1001, which is Web/Communications Specialist. This series is on the V/V list for OPA. We have 5 of them across OPA, (in the Office of Web Communications and in Office of Multimedia). We are accepting 1 V/V applicant from the 5. - George

From: Flynn, Mike
Sent: Thursday, July 13, 2017 7:53 AM
To: Hull, George <Hull.George@epa.gov>
Cc: Reeder, John <Reeder.John@epa.gov>
Subject: Re: Hiring Request for Office of Multi-Media

George, one question: **Ex. 5 - Deliberative Process**

Mike Flynn
Acting Deputy Administrator
U.S. Environmental Protection Agency
(202) 564- 4711

Sent from my iPhone

On Jul 10, 2017, at 2:08 PM, Hull, George <Hull.George@epa.gov> wrote:

Hi Mike,

Ex. 5 - Deliberative Process

Message

From: Vaughan, Pat [Vaughan.Pat@epa.gov]
Sent: 7/7/2017 5:13:29 PM
To: Hart, Debbi [Hart.Debbi@epa.gov]
Subject: RE: V/V Communication Templates

Great, thanks again. I think we will add a statement to Attachment A specific to ORD's business case, listing the targeted areas, eligibility requirements, and cap, and then add the chart we submitted with our package as a linked PDF file (or something similar). That chart never did show the targeted pool areas (ex. Non-Supervisors GS-14 and above) anywhere on it.

We have the added complication of all 13 Labs/Center/Offices having their own "take" on what the pool would be made up of for their own organization. I'm hoping by now though, with our many briefings, that employees understand those many nuances.

Pat Vaughan
Director, Human Resources Division
ORD/Office of Administrative and Research Support
919-541-4912
919-406-4424 (cell)
<https://intranet.ord.epa.gov/oars/home>

From: Hart, Debbi
Sent: Friday, July 07, 2017 11:59 AM
To: Vaughan, Pat <Vaughan.Pat@epa.gov>
Subject: RE: V/V Communication Templates

Hey Pat-- As discussed, feel free to modify Attachment A so that your message to employees is as clear as possible. Hitch Peabody is the ERD POC. Thanks. Debbi

From: Vaughan, Pat
Sent: Friday, July 07, 2017 9:24 AM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Subject: FW: V/V Communication Templates
Importance: High

[I hate it when people use colored backgrounds on their emails ☺.] Anyway.....since I now have to send this template to 475 people (our full targeted pool), I'm going to confuse the heck out of them when they see an attachment (B) saying they only have to be here for 3 years to be considered eligible for a VSIP. Is there a place we can indicate that we are only offering the VSIP to employees fully eligible to retire or eligible for a VERA? Can that wording be added to the template? Attaching that very complicated chart we provided OPM just makes things even more confusing.

Also...I have to have a separate letter for the ST/SLs, but have no clue who the POC is in the ERD to refer them to. Who should I ask?

Pat Vaughan
Director, Human Resources Division
ORD/Office of Administrative and Research Support
919-541-4912
919-406-4424 (cell)

<https://intranet.ord.epa.gov/oars/home>

From: Hunt, Loretta

Sent: Thursday, July 06, 2017 7:03 PM

To: RHRO <RHRO@epa.gov>; OHR PMOs <OHR_PMOs@epa.gov>

Cc: Hart, Debbi <Hart.Debbi@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Coomber, Robert <coomber.robert@epa.gov>; Peabody, Hitch <Peabody.Hitch@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>

Subject: V/V Communication Templates

Importance: High

HR Community,

Here are the templates we promised on today's HR Community Call.

Please keep in mind the following:

- The agency must have approval from OPM before notices can be sent. Stay tuned.
- The general notification goes to all employees in your program or region.
- The "targeted position" notice and attachments will only be sent to employees in your program/region's targeted positions pool.
- For organizations that targeted SL/ST positions, the Executive Resources Division is the servicing HR Office, not the SSC.

If you have any questions or concerns about the template, please contact Debbi Hart at (202) 564-2011 or hart.debbi@epa.gov.

Thanks.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

Message

From: Hunt, Loretta [Hunt.Loretta@epa.gov]
Sent: 8/8/2017 5:48:13 PM
To: Bonner, Jerome [Bonner.Jerome@epa.gov]
CC: Hart, Debbi [Hart.Debbi@epa.gov]
Subject: RE: Limiting V/V approval

Jerome,

R8 called me. They wanted to know about the business case “process” for denying a V/V offer (i.e., whether they had to send the business case now or later).

I told them:

- A request did not need to come through OHR because it was an agency right per OPM’s guidance.
- They need to check with you or Rick about whether you want the explanation now or later.

I emphasized that CI effects the action(s) and needs to feel comfortable about the documentation.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

From: Hunt, Loretta
Sent: Tuesday, August 08, 2017 11:03 AM
To: Bonner, Jerome <Bonner.Jerome@epa.gov>
Cc: Hart, Debbi <Hart.Debbi@epa.gov>
Subject: FW: Limiting V/V approval

Jerome, per our conversation.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

From: Fowler, Joshua
Sent: Friday, July 28, 2017 2:12 PM
To: Hunt, Loretta <Hunt.Loretta@epa.gov>
Cc: Parker, Gary <parker.gary@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>
Subject: RE: Limiting V/V approval

Thank you!

Josh Fowler
Human Resources Officer
EPA Region 8
1595 Wynkoop St. Denver, CO 80212
fowler.joshua@epa.gov
303-312-6348 (work)
720-287-9266 (cell)

From: Hunt, Loretta
Sent: Friday, July 28, 2017 11:56 AM
To: Fowler, Joshua <Fowler.Joshua@epa.gov>
Cc: Parker, Gary <parker.gary@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>
Subject: Limiting V/V approval

Josh,

Ultimately, VSIP is not an entitlement.

The VSIP guide (pg. 10) states the agency has the authority to limit the availability of VSIP based on:

- *One or more organizational unit(s);*
- *One or more occupational series or grade(s);*
- *One or more geographic area(s);*
- *Skill, knowledge, or other factors related to a position;*
- *Specific time periods during which eligible employees may elect to accept a VSIP offer; or*
- *Any combination of the factors listed above.*

An agency cannot expand voluntary separation incentive offers beyond the scope of the authority approved by OPM.

I think the bullet re: skills is your best option. Please speak with your servicing LER Specialist to ensure your final decision is legitimate and defensible.

Message

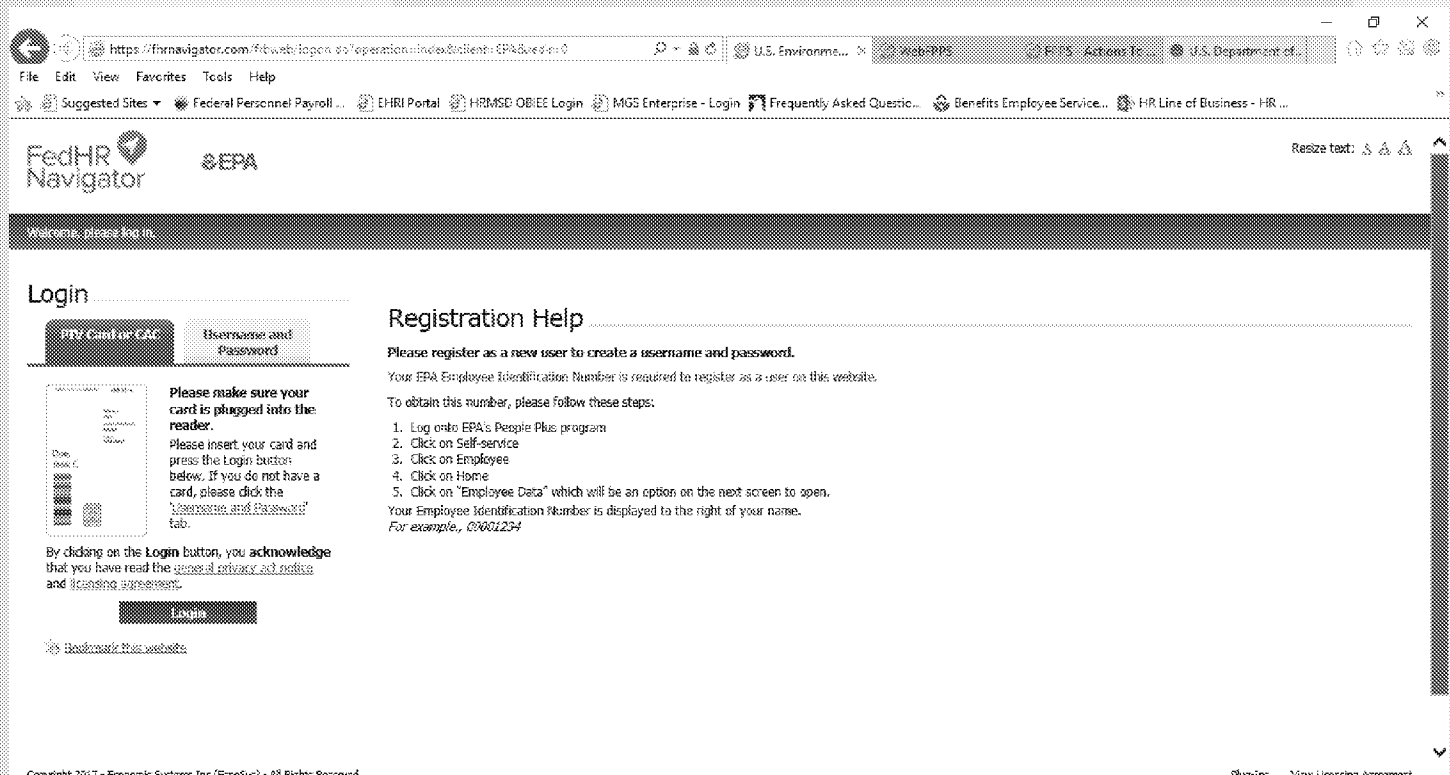
From: Engebretson, Lizabeth [Engebretson.Lizabeth@epa.gov]
Sent: 7/6/2017 7:06:33 PM
To: Hunt, Loretta [Hunt.Loretta@epa.gov]; Hart, Debbi [Hart.Debbi@epa.gov]
Subject: FW: Draft V/V Communications

FYI – will await the updated guidance for our comment by 4 PM (eastern).

From: Jimenez, Elaine
Sent: Thursday, July 06, 2017 11:46 AM
To: Engebretson, Lizabeth <Engebretson.Lizabeth@epa.gov>
Subject: RE: Draft V/V Communications

Liz, just found your email.

Only comment is to perhaps change the wording from FHR Navigator to FedHR Navigator.



Elaine Jimenez

Supervisory Human Resources Specialist (Benefits)
(Employee Services Branch Chief)
HRMD - Las Vegas
(702) 798-2402 – Office
(702) 798-2416 – Fax

The information transmitted is intended only for the person or entity to which it is addressed and may contain confidential and/or privileged material. Any review, re-transmission, dissemination or other use of, or taking of any action in reliance upon, this information by persons or entities other than the intended recipient is prohibited. If you receive this in error, please contact the sender and delete the material from the computer.

From: Engebretson, Lizabeth
Sent: Wednesday, July 05, 2017 3:12 PM
To: Jimenez, Elaine <Jimenez.Elaine@epa.gov>
Subject: FW: Draft V/V Communications
Importance: High

Elaine,

Please review asap and let me know if you see any needed changes to our updated version. I would like to get our comments out tonight before we leave, if possible. Thank you!

From: Hunt, Loretta
Sent: Wednesday, July 05, 2017 2:52 PM
To: Bonner, Jerome <Bonner.Jerome@epa.gov>; Engebretson, Lizabeth <Engebretson.Lizabeth@epa.gov>; Taylor, Jeremy <Taylor.Jeremy@epa.gov>; Peabody, Hitch <Peabody.Hitch@epa.gov>
Cc: Hart, Debbi <Hart.Debbi@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Coomber, Robert <coomber.robert@epa.gov>; Corbett, Krysti <Corbett.Krysti@epa.gov>
Subject: Draft V/V Communications
Importance: High

SSC Directors/Hitch,

Please see the draft employee communication. We tweaked the previous notification Liz forwarded. Please review and edit as necessary. Thanks.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

Message

From: Hart, Debbi [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=62AFB40F2BF1484D933F2CE207EB20E7-HART, DEBRA]
Sent: 6/29/2017 6:04:44 PM
To: Grossman, Andrea L. [Ex. 6 - Personal Privacy]
CC: Loretta Hunt [Hunt.Loretta@epa.gov]
Subject: RE: EPA's VERA/VSIP request

Thanks Andrea—we actually just got comments from OPM. We are meeting at 2:30 to go over the cost/benefit tables with folks. Are you in the office tomorrow?

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Grossman, Andrea L. [Ex. 6 - Personal Privacy]
Sent: Thursday, June 29, 2017 1:51 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Subject: FW: EPA's VERA/VSIP request

FYI- here's what was forwarded to me on OPM's response to some questioning about where they stand with the VERA/VSIP package. It sounds like you may be getting some additional questions tomorrow from them.

Andrea Grossman
Program Examiner, OMB Environment Branch
202-395-4756

From: Holden, Kimberly A. [mailto:Kimberly.Holden@opm.gov]
Sent: Thursday, June 29, 2017 11:35 AM
To: Gallagher, Arianne J. [Ex. 6 - Personal Privacy]
Cc: Daphnis, Kristy L. [Ex. 6 - Personal Privacy]; Mahoney, Michael J <Mike.Mahoney@opm.gov>; Villalobos, Veronica <Veronica.Villalobos@opm.gov>; Reinhold, Mark D <Mark.Reinhold@opm.gov>
Subject: RE: EPA's VERA/VSIP request

Arianne,

EPA submitted their package to OPM in draft. They also sent the draft to OMB simultaneously. There are 22 organizational supplements that we are currently reviewing at this time and have not made a recommendation to OMB as of yet on this request since it is still in draft. From what I understand there was to be a meeting with OMB Examiner and EPA this week to discuss the submission. We have not been made aware of the outcome or if the meeting occurred. Lastly, we are preparing a summary of our questions for EPA on the draft package and hope to finalize those by tomorrow as there are some things they need to clean-up.

We will get a meeting set up with EPA as soon as possible to review our questions, but we will need a final signed package from EPA before we make a recommendation to OMB. I will follow-up with our EPA contact this morning.

Kimberly A. Holden
Deputy Associate Director Recruitment and Hiring
Office of Personnel Management
Employee Services
1900 E Street, N.W. 6500AJ
Washington, DC 20415
(202) 418-3218

Message

From: Hart, Debbi [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=62AFB40F2BF1484D933F2CE207EB20E7-HART, DEBRA]
Sent: 7/7/2017 12:51:55 PM
To: Snowden, Gregory A [Gregory.Snowden@opm.gov]; Mahoney, Michael J [Mike.Mahoney@opm.gov]; Coleman, Darrell E [Darrell.Coleman@opm.gov]; Thornton, Cathryn [Cathryn.Thornton@opm.gov]; Butler, Monica [Monica.Butler@opm.gov]; Mulligan, James S. EOP/OMB [James_S_Mulligan@omb.eop.gov]; Grossman, Andrea L. EOP/OMB [Andrea_L_Grossman@omb.eop.gov]
CC: Vizian, Donna [Vizian.Donna@epa.gov]; Showman, John [Showman.John@epa.gov]; Gray, Linda [gray.linda@epa.gov]; Carpenter, Wesley [Carpenter.Wesley@epa.gov]; Parker, Gary [parker.gary@epa.gov]; Loretta Hunt [Hunt.Loretta@epa.gov]
Subject: EPA Final VERA/VSIP Request--email 1 of 3
Attachments: EPA Signed Request for VERA VSIP July2017.pdf

Importance: High

Greetings All-

Thank you for your assistance with this effort. As for our informal request, we are submitting our final package in three pieces. Attached is our signed VERA/VSIP template request. This will be followed by our final business case and targeted positions table. Please let us know if there are any questions. Thanks again-- Debbi

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

Message

From: Remmers, Janet [Remmers.Janet@epa.gov]
Sent: 6/30/2017 7:58:43 PM
To: Shanahan, Katherine [Shanahan.Katherine@epa.gov]
CC: Hart, Debbi [Hart.Debbi@epa.gov]; Hunt, Loretta [Hunt.Loretta@epa.gov]; Terris, Carol [Terris.Carol@epa.gov]
Subject: RE: Updated R1 V/V Budget Table

Kathie,
Thanks for the V/V Budget Table.
Please can you make a few changes:

Ex. 5 - Deliberative Process

Please fill in numbers for FY19 for WCF rows.
Thanks

Ex. 5 - Deliberative Process

Janet Remmers, Ph.D.
RPROS
Office of Budget/OCFO
Mail code: 2732A
office: 202-564-0548
aws: 301-593-7870

From: Shanahan, Katherine

Sent: Friday, June 30, 2017 3:38 PM

To: Remmers, Janet <Remmers.Janet@epa.gov>; Terris, Carol <Terris.Carol@epa.gov>

Cc: Hart, Debbi <Hart.Debbi@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>

Subject: Updated R1 V/V Budget Table

Please find attached the updated table for Region I's V/V package

Thanks

Kathie

Message

From: Hart, Debbi [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=62AFB40F2BF1484D933F2CE207EB20E7-HART, DEBRA]
Sent: 7/3/2017 6:10:03 PM
To: Erickson, Amber [Erickson.Amber@epa.gov]; Hunt, Loretta [Hunt.Loretta@epa.gov]; Parker, Gary [parker.gary@epa.gov]
CC: Stevens, Robert [Stevens.Robert@epa.gov]; Torrez, Alfredo [Torrez.Alfredo@epa.gov]
Subject: RE: V/V Budget Tables update information-status

Amber—got it and thanks! Hope you all have a fabulous holiday. Debbi

From: Erickson, Amber
Sent: Monday, July 03, 2017 2:06 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>; Parker, Gary <parker.gary@epa.gov>
Cc: Stevens, Robert <Stevens.Robert@epa.gov>; Torrez, Alfredo <Torrez.Alfredo@epa.gov>
Subject: FW: V/V Budget Tables update information-status

Hi all,

I'm forwarding OW's revised VERA/VSIP budget template that we submitted to OCFO. Based on the additional guidance from OCFO, we eliminated Attachment 4 from our package and included all calculations in the footnotes of our business case. Please let me know if you have questions or need anything additional.

Have a great holiday,

Amber

From: Erickson, Amber
Sent: Monday, July 3, 2017 1:57 PM
To: Remmers, Janet <Remmers.Janet@epa.gov>; Terris, Carol <Terris.Carol@epa.gov>
Cc: Fontaine, Tim <Fontaine.Tim@epa.gov>; Stevens, Robert <Stevens.Robert@epa.gov>; Torrez, Alfredo <Torrez.Alfredo@epa.gov>
Subject: FW: V/V Budget Tables update information-status

Hi Janet,

OW's revised template is attached; please let me know if you have questions or need any additional edits. Thanks for the additional guidance you provided.

Amber

From: Fontaine, Tim
Sent: Monday, July 3, 2017 8:43 AM
To: Erickson, Amber <Erickson.Amber@epa.gov>
Cc: Stevens, Robert <Stevens.Robert@epa.gov>; Torrez, Alfredo <Torrez.Alfredo@epa.gov>; Woods, Terry <Woods.Terry@epa.gov>; Spraul, Greg <Spraul.Greg@epa.gov>
Subject: FW: V/V Budget Tables update information-status

Amber,

Wanted to make sure you got this additional guidance on foot notes.

Tim Fontaine
EPA Office of Water

From: Remmers, Janet

Sent: Saturday, July 01, 2017 6:32 AM

To: Fontaine, Tim <Fontaine.Tim@epa.gov>; Standifer, Juanita <Standifer.Juanita@epa.gov>; Maher, Karen <Maher.Karen@epa.gov>; Soward, Ruth-Alene <Soward.Ruth-Alene@epa.gov>; McCluney, Lance <McCluney.Lance@epa.gov>; Janowiak, Susan <Janowiak.susan@epa.gov>; Eubanks, Kristy <Eubanks.Kristy@epa.gov>; Klinker, Wendy <Klinker.Wendy@epa.gov>; Greenwald, Beth <Greenwald.Beth@epa.gov>; Bielenberg, Ben <Bielenberg.Ben@epa.gov>; Wong, Melissa <Wong.Melissa@epa.gov>

Subject: FW: V/V Budget Tables update information-status

Ex. 5 - Deliberative Process

I know in some offices this exercise is being done by the HRO or PMO. They would need help from the budget community.

We would greatly appreciate your help in getting these completed by Monday, July 3rd.

I am finding that folks are making this too complicated. It should be fairly simple. Here are some suggestions:

Ex. 5 - Deliberative Process

Please feel free to call me on 202-564-0548 if you have questions.

Janet Remmers, Ph.D.

RPROS

Office of Budget/OCFO

Mail code: 2732A

office: 202-564-0548

aws: 301-593-7870

From: Remmers, Janet

Sent: Friday, June 30, 2017 5:42 PM

To: Shanahan, Katherine <Shanahan.Katherine@epa.gov>; Pastalove, Barbara <Pastalove.Barbara@epa.gov>; Rubel, Robert <Rubel.Robert@epa.gov>; McManus, Catharine <mcmanus.catharine@epa.gov>; Burrows, Eileen <BURROWS.EILEEN@EPA.GOV>; Schwartz, Barbara <Schwartz.Barbara@epa.gov>; Sanders, Amy <Sanders.Amy@epa.gov>; Breneman, Sara <breneman.sara@epa.gov>; Marlinga, Richard <marlinga.richard@epa.gov>; Rodriguez, Ray <Rodriguez.Ray@epa.gov>; Hill, Troy <Hill.Troy@epa.gov>; Price, Patricia <price.patricia@epa.gov>; Fowler, Joshua <Fowler.Joshua@epa.gov>; Lane, Vicki <Lane.Vicki@epa.gov>; Barber, Anthony <Barber.Anthony@epa.gov>; OCFO-SBO <OCFOSBO@epa.gov>; OCFO-Regional-Comptroller <OCFORegionalComptroller@epa.gov>; OHR PMOs <OHR_PMOs@epa.gov>; Terris, Carol <Terris.Carol@epa.gov>; Baden, Beth <Baden.Beth@epa.gov>; Klinker, Wendy <Klinker.Wendy@epa.gov>; Ajabi, Laurel <Ajabi.Laurel@epa.gov>

Cc: McDonald, James <McDonald.James@epa.gov>; Kenyon, Michael <Kenyon.Michael@epa.gov>

Subject: RE: V/V Budget Tables update information

Status update on the V/V Budget Tables submissions:

We have half of the offices' submissions.

We hope to have this completed by Monday, July 3rd. For those still outstanding, please let me know if have questions.

Still need:

Ex. 5 - Deliberative Process

We have updated Budget Tables from the following:

Ex. 5 - Deliberative Process

Thanks

Janet Remmers, Ph.D.
RPROS
Office of Budget/OCFO
Mail code: 2732A
office: 202-564-0548
aws: 301-593-7870

From: Shanahan, Katherine

Sent: Friday, June 30, 2017 10:14 AM

To: Pastalove, Barbara <Pastalove.Barbara@epa.gov>; Rubel, Robert <Rubel.Robert@epa.gov>; McManus, Catharine <mcmmanus.catharine@epa.gov>; Burrows, Eileen <BURROWS.EILEEN@EPA.GOV>; Schwartz, Barbara <Schwartz.Barbara@epa.gov>; Sanders, Amy <Sanders.Amy@epa.gov>; Breneman, Sara <breneman.sara@epa.gov>; Marlinga, Richard <marlinga.richard@epa.gov>; Rodriguez, Ray <Rodriguez.Ray@epa.gov>; Hill, Troy <Hill.Troy@epa.gov>; Price, Patricia <price.patricia@epa.gov>; Fowler, Joshua <Fowler.Joshua@epa.gov>; Lane, Vicki <Lane.Vicki@epa.gov>; Barber, Anthony <Barber.Anthony@epa.gov>; OCFO-SBO <OCFOSBO@epa.gov>; OCFO-Regional-Comptroller <OCFORegionalComptroller@epa.gov>; OHR PMOs <OHR_PMOs@epa.gov>; Terris, Carol

<Terris.Carol@epa.gov>; Remmers, Janet <Remmers.Janet@epa.gov>; Baden, Beth <Baden.Beth@epa.gov>; Klinker, Wendy <Klinker.Wendy@epa.gov>; Ajabi, Laurel <Ajabi.Laurel@epa.gov>
Cc: McDonald, James <McDonald.James@epa.gov>; Kenyon, Michael <Kenyon.Michael@epa.gov>
Subject: V/V Budget Tables update information

Good Morning Everyone

As Janet and Carol promised on yesterday's conference calls, please find attached the V/V Budget Tables update. In addition to the table template,

Ex. 5 - Ex. 5 - Deliberative Process

If you were unable to make the call and are unclear as to your next steps, please feel free to call me at 617-918-1619 and I will explain what was discussed during the call. If you have specific finance questions, Janet Remmers at 202-564-0548, is taking the lead for OCFO on the budget portion of the V/V submission.

Please Note: I went through every message that indicated yesterday's meeting invite had been forwarded. I typed in the names individually and while some added to the Address list, most did not. It appears that their names already appeared on either the Budget Officer Mail list or the Comptroller Mail list. Thus, if you do not see their individual name above, rest assured they were not missed!

Thank you

Kathie Shanahan
Human Resource Officer
EPA New England Region 1
617-918-1619

Message

From: Parker, Gary [parker.gary@epa.gov]
Sent: 6/13/2017 1:36:27 PM
To: Hart, Debbi [Hart.Debbi@epa.gov]
CC: Kuhns, Jason [Kuhns.Jason@epa.gov]
Subject: V/V Roll Up
Attachments: 20170612 Roll Up Location_Pay Grades.xlsx

Debbi,

The latest roll up views with graphs. We can discuss when you have a chance.

R,
Gary

Mr. Gary Parker
Branch Chief, Workforce Planning
USEPA/OARM/OHR
(O) 202-564-7421
(M) 202-253-7099

Message

From: Terris, Carol [Terris.Carol@epa.gov]
Sent: 7/13/2017 6:03:12 PM
To: Hart, Debbi [Hart.Debbi@epa.gov]
Subject: Re: VERA/VSIP status update

Thanks Debbi
I think we discussed it

We re starting with a call to lead region this afternoon

Sent from my iPhone

On Jul 13, 2017, at 1:37 PM, Hart, Debbi <Hart.Debbi@epa.gov> wrote:

Hey Carol! I remembered in a feverish dream that I may not have copied you on the email below. See my P. S.. In particular. Sorry about that. Debbi

Sent from my iPhone

Begin forwarded message:

From: "Hart, Debbi" <Hart.Debbi@epa.gov>
Date: July 7, 2017 at 5:36:17 PM EDT
To: RHRO <RHRO@epa.gov>, OHR PMOs <OHR_PMOs@epa.gov>
Cc: "Parker, Gary" <parker.gary@epa.gov>, Loretta Hunt <Hunt.Loretta@epa.gov>, "Taylor, Jeremy" <Taylor.Jeremy@epa.gov>, "Engebretson, Lizabeth" <Engebretson.Lizabeth@epa.gov>, "Bonner, Jerome" <Bonner.Jerome@epa.gov>, "Carpenter, Wesley" <Carpenter.Wesley@epa.gov>, "Gray, Linda" <gray.linda@epa.gov>, "Peabody, Hitch" <Peabody.Hitch@epa.gov>, "Coomber, Robert" <coomber.robert@epa.gov>, "Corbett, Krysti" <Corbett.Krysti@epa.gov>
Subject: VERA/VSIP status update

Hello to All-

Sadly, at this point we do not have formal approval of our package. (I must have jinxed it yesterday. Womp womp!) We do have OMB's formal concurrence (just received!) and OPM's commitment to prepare the package for signature first thing Monday though, so stay tuned and have a great weekend! ☺ Debbi

P.S. On yesterday's call I was asked to check in with OCFO about how incentive payments above the \$12M will be addressed. The word is that OCFO is taking another look at funding and believes more dollars may be available. So another positive note! OCFO expects to provide an update to folks early next week.

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

Message

From: Hart, Debbi [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=62AFB40F2BF1484D933F2CE207EB20E7-HART, DEBRA]
Sent: 7/7/2017 4:39:05 PM
To: Remmers, Janet [Remmers.Janet@epa.gov]
CC: Terris, Carol [Terris.Carol@epa.gov]; Loretta Hunt [Hunt.Loretta@epa.gov]
Subject: FW: EPA Final VERA/VSIP Request--email 1 of 3
Attachments: EPA Signed Request for VERA VSIP July2017.pdf; EPA Prog and Reg Business Cases Final 7-6-17.docx; Copy of Targeted positions office submissions 7-6-17.xlsx

Importance: High

Janet—as discussed. Let me know how your conversation goes when you get a minute. THANKS AGAIN!

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Hart, Debbi
Sent: Friday, July 07, 2017 9:11 AM
To: Coomber, Robert <coomber.robert@epa.gov>; Corbett, Krysti <Corbett.Krysti@epa.gov>; Engebretson, Lizabeth <Engebretson.Lizabeth@epa.gov>; Bonner, Jerome <Bonner.Jerome@epa.gov>; Taylor, Jeremy <Taylor.Jeremy@epa.gov>; Arron Helm <Helm.Arron@epa.gov>; Peabody, Hitch <Peabody.Hitch@epa.gov>
Cc: Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Loretta Hunt <Hunt.Loretta@epa.gov>; Parker, Gary <parker.gary@epa.gov>
Subject: FW: EPA Final VERA/VSIP Request--email 1 of 3
Importance: High

All—

As submitted in final to OPM/OMB (we had to break it into three pieces so that OPM will receive it.) Arron please note that Loretta made minor tweaks to targeted positions chart so the attached version is slightly different than the one I sent yesterday. I will let you know what I hear from OPM and OMB--fingers crossed for quick final approval! Let me know if there are questions. Thank you! Debbi

From: Hart, Debbi
Sent: Friday, July 07, 2017 8:52 AM
To: Snowden, Gregory A <Gregory.Snowden@opm.gov>; Mahoney, Michael J <Mike.Mahoney@opm.gov>; Coleman, Darrell E <Darrell.Coleman@opm.gov>; Thornton, Cathryn <Cathryn.Thornton@opm.gov>; Butler, Monica <Monica.Butler@opm.gov>; Mulligan, James S. EOP/OMB <James_S_Mulligan@omb.eop.gov>; 'Grossman, Andrea L. EOP/OMB' <Andrea_L_Grossman@omb.eop.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Loretta Hunt <Hunt.Loretta@epa.gov>
Subject: EPA Final VERA/VSIP Request--email 1 of 3
Importance: High

Greetings All-

Thank you for your assistance with this effort. As for our informal request, we are submitting our final package in three pieces. Attached is our signed VERA/VSIP template request. This will be followed by our final business case and targeted positions table. Please let us know if there are any questions. Thanks again-- Debbi

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

Message

From: Taylor, Jeremy [Taylor.Jeremy@epa.gov]
Sent: 7/27/2017 7:10:38 PM
To: Hunt, Loretta [Hunt.Loretta@epa.gov]; Atkinson, Ryan [Atkinson.Ryan@epa.gov]; Engebretson, Lizabeth [Engebretson.Lizabeth@epa.gov]; Bonner, Jerome [Bonner.Jerome@epa.gov]
CC: Dean, StevenB [Dean.StevenB@epa.gov]; Parker, Gary [parker.gary@epa.gov]; Terris, Carol [Terris.Carol@epa.gov]
Subject: RE: VERA VSIP updated list
Attachments: VERA VSIP 2017 Master Final.xlsx

Here is the master report for all SSCs. This includes all that applied without the determinations if they are eligible, etc. We could provide where we are on those determinations for RTP but obviously we have not reviewed every application at this point.

Jeremy A. Taylor
OARM-RTP-HRMD
Director
919-541-0537



CONFIDENTIALITY: This communication may contain privileged or other confidential information. If you are not the intended addressee, or believe you have received this communication in error, you may neither copy, disseminate, nor distribute it to anyone else or use it in any unauthorized manner; to do so is strictly prohibited and may be unlawful. If you receive this email by mistake, please advise the sender immediately by using the reply facility in your mail software and delete it from your computer. "Information in this message may be subject to the Privacy Act (5 USC 552a) and should be treated accordingly."

From: Hunt, Loretta
Sent: Thursday, July 27, 2017 1:19 PM
To: Taylor, Jeremy <Taylor.Jeremy@epa.gov>; Atkinson, Ryan <Atkinson.Ryan@epa.gov>; Engebretson, Lizabeth <Engebretson.Lizabeth@epa.gov>; Bonner, Jerome <Bonner.Jerome@epa.gov>
Cc: Dean, StevenB <Dean.StevenB@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Terris, Carol <Terris.Carol@epa.gov>
Subject: FW: VERA VSIP updated list
Importance: High

SSC Directors,

Carol Terris, OCFO, needs a list of all V/V applicants. Please see her message below. Thanks.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

From: Terris, Carol
Sent: Thursday, July 27, 2017 1:15 PM

To: Dean, StevenB <Dean.StevenB@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>

Subject: FW: VERA VSIP updated list

Hi Loretta and Steve-

I got an 'out of office' from Debbi. Can you assist?

Thank you!

From: Terris, Carol

Sent: Thursday, July 27, 2017 11:54 AM

To: Hart, Debbi <Hart.Debbi@epa.gov>

Subject: VERA VSIP updated list

Hi again Debbi,

Checking in on the final list of VERA VSIP applicants – if your folks can send it to me, we will split out/password protect so budget can finish the funding needs calculations

Many thanks!

Message

From: Grossman, Andrea L. [Ex. 6 - Personal Privacy]
Sent: 6/29/2017 5:50:35 PM
To: Hart, Debbi [Hart.Debbi@epa.gov]
Subject: FW: EPA's VERA/VSIP request

FYI- here's what was forwarded to me on OPM's response to some questioning about where they stand with the VERA/VSIP package. It sounds like you may be getting some additional questions tomorrow from them.

Andrea Grossman
Program Examiner, OMB Environment Branch
202-395-4756

From: Holden, Kimberly A. [mailto:Kimberly.Holden@opm.gov]
Sent: Thursday, June 29, 2017 11:35 AM
To: Gallagher, Arianne J. [Ex. 6 - Personal Privacy]
Cc: Daphnis, Kristy L. [Ex. 6 - Personal Privacy]; Mahoney, Michael J <Mike.Mahoney@opm.gov>; Villalobos, Veronica <Veronica.Villalobos@opm.gov>; Reinhold, Mark D <Mark.Reinhold@opm.gov>
Subject: RE: EPA's VERA/VSIP request

Arianne,

EPA submitted their package to OPM in draft. They also sent the draft to OMB simultaneously. There are 22 organizational supplements that we are currently reviewing at this time and have not made a recommendation to OMB as of yet on this request since it is still in draft. From what I understand there was to be a meeting with OMB Examiner and EPA this week to discuss the submission. [Ex. 5 - Deliberative Process] Lastly, we are preparing a summary of our questions for EPA on the draft package and hope to finalize those by tomorrow as there are some things they need to clean-up.

We will get a meeting set up with EPA as soon as possible to review our questions, but we will need a final signed package from EPA before we make a recommendation to OMB. I will follow-up with our EPA contact this morning.

*Kimberly A. Holden
Deputy Associate Director Recruitment and Hiring
Office of Personnel Management
Employee Services
1900 E Street, N.W. 6500AJ
Washington, DC 20415
(202) 418-3218*

Message

From: Hunt, Loretta [Hunt.Loretta@epa.gov]
Sent: 6/7/2017 4:01:46 PM
To: Hill, Troy [Hill.Troy@epa.gov]
CC: Hart, Debbi [Hart.Debbi@epa.gov]; Parker, Gary [parker.gary@epa.gov]; McNeal, Detha [McNeal.Detha@epa.gov]; Schulman, Marvin [Schulman.Marvin@epa.gov]; McDonald, James [McDonald.James@epa.gov]
Subject: Re: Question on V/V

Correct.

Loretta L. Hunt, Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
(202) 564-6963
hunt.loretta@epa.gov

On Jun 7, 2017, at 11:23 AM, Hill, Troy <Hill.Troy@epa.gov> wrote:

Loretta,

Thank you for the response but we are still a bit fuzzy on the topic down here.

We have the following scenario - We targeted four GS-0819-14 as part of our V/V business case and we currently have a vacancy for a GS-0819-14 supervisor in one of our sections. Are we saying the freeze would impact this position and we would not announce a MP/temporary promotion or detail (unless critical) until after V/V?

Thank you

Troy

From: Hunt, Loretta
Sent: Wednesday, June 07, 2017 9:23 AM
To: Hill, Troy <Hill.Troy@epa.gov>
Cc: Hart, Debbi <Hart.Debbi@epa.gov>; Parker, Gary <parker.gary@epa.gov>; McNeal, Detha <McNeal.Detha@epa.gov>; Schulman, Marvin <Schulman.Marvin@epa.gov>
Subject: Re: Question on V/V

Troy, the only positions impacted by the freeze are the ones identified in the business case/targeted population chart.

Loretta L. Hunt, Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
(202) 564-6963
hunt.loretta@epa.gov

On Jun 7, 2017, at 10:00 AM, Hill, Troy <Hill.Troy@epa.gov> wrote:

Loretta,

For clarification - we are trying to make sure we are interpreting the emails from Donna correctly. If we are targeting a series and grade as part of V/V in a geographic location we cannot announce any actions with the same series and grade until after V/V. Is this correct?

Thanks

Troy

From: Hunt, Loretta
Sent: Wednesday, June 07, 2017 8:46 AM
To: RHRO <RHRO@epa.gov>; OHR PMOs <OHR_PMOs@epa.gov>
Cc: Schulman, Marvin <Schulman.Marvin@epa.gov>; McNeal, Detha <McNeal.Detha@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Kuhns, Jason <Kuhns.Jason@epa.gov>; Willig, Jeanine <willig.jeanine@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>
Subject: Fwd: Question on V/V

FYI

Loretta L. Hunt, Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
(202) 564-6963
hunt.loretta@epa.gov

Begin forwarded message:

From: "Vizian, Donna" <Vizian.Donna@epa.gov>
Date: June 7, 2017 at 9:32:45 AM EDT
To: 2017HQfirstassistants <2017HQfirstassistants@epa.gov>, 2017Regionfirstassistants <2017Regionfirstassistants@epa.gov>
Cc: DAA-Career <DAACareer@epa.gov>, DRA <DRA@epa.gov>, "Hart, Debbi" <Hart.Debbi@epa.gov>, "Hunt, Loretta" <Hunt.Loretta@epa.gov>
Subject: Question on V/V

At the noon meeting yesterday, it was asked if details are part of the temporary freeze. Due to the expedited timeframe for implementation of the V/V, we are asking offices to limit details in and out of targeted positions to only those that are critical. Please note, temporary promotions must cease because they move employees out of the position of record. Hope this helps.

Message

From: Hart, Debbi [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=62AFB40F2BF1484D933F2CE207EB20E7-HART, DEBRA]
Sent: 6/28/2017 7:48:45 PM
To: Coomber, Robert [coomber.robert@epa.gov]
Subject: FW: FY18 VERA/VSIPs?

FYI—as mentioned. We have been hearing from employees on this. I hope this doesn't upend our current efforts.

From: Vaughan, Pat
Sent: Tuesday, June 27, 2017 3:05 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Subject: FY18 VERA/VSIPs?

Debbie,

We received this from an employee who said it is from the transcript of testimony by Pruitt today. As you can see, he mentions a VERA/VSIP in 2018. Word has already spread. Any insight you have on the statement?

To help achieve its mission, EPA will develop, review and analyze program requirements and implement options to effectively align and redistribute the agency's workforce based on priorities and technological advances. The result of these analyses is expected to create a need to reshape the workforce and maintain the current hiring freeze. **The agency will also offer voluntary early out retirement pay (VERA) and voluntary separation incentive pay (VSIP) in FY 2018** to achieve effective reshaping.

Pat Vaughan
Director, Human Resources Division
ORD/Office of Administrative and Research Support
919-541-4912

Ex. 6 - Personal Privacy (cell)

<https://intranet.ord.epa.gov/oars/home>

Message

From: Shanahan, Katherine [Shanahan.Katherine@epa.gov]
Sent: 7/7/2017 9:38:49 PM
To: Hart, Debbi [Hart.Debbi@epa.gov]
Subject: RE: VERA/VSIP status update

Thanks Debbi Try to relax this week-end Not much else to do now but hurry up and wait

From: Hart, Debbi
Sent: Friday, July 07, 2017 5:36 PM
To: RHRO <RHRO@epa.gov>; OHR PMOs <OHR_PMOs@epa.gov>
Cc: Parker, Gary <parker.gary@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>; Taylor, Jeremy <Taylor.Jeremy@epa.gov>; Engebretson, Lizabeth <Engebretson.Lizabeth@epa.gov>; Bonner, Jerome <Bonner.Jerome@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Peabody, Hitch <Peabody.Hitch@epa.gov>; Coomber, Robert <coomber.robert@epa.gov>; Corbett, Krysti <Corbett.Krysti@epa.gov>
Subject: VERA/VSIP status update

Hello to All-

Sadly, at this point we do not have formal approval of our package. (I must have jinxed it yesterday. Womp womp!) We do have OMB's formal concurrence (just received!) and OPM's commitment to prepare the package for signature first thing Monday though, so stay tuned and have a great weekend! ☺ Debbi

P.S. On yesterday's call I was asked to check in with OCFO about how incentive payments above the \$12M will be addressed. The word is that OCFO is taking another look at funding and believes more dollars may be available. So another positive note! OCFO expects to provide an update to folks early next week.

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

Message

From: Hart, Debbi [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=62AFB40F2BF1484D933F2CE207EB20E7-HART, DEBRA]
Sent: 7/7/2017 4:31:10 PM
To: Loretta Hunt [Hunt.Loretta@epa.gov]
Subject: FW: Question about VERA/VSIP Repayment

Did Gregory ever answer this? Was this a question from Dennis Cunningham? (Dennis connected with me this morning and asked if we received an answer but this was the only Peace Corps question I recall...)

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Hunt, Loretta
Sent: Wednesday, July 05, 2017 5:07 PM
To: Snowden, Gregory A <Gregory.Snowden@opm.gov>; Mahoney, Michael J <Mike.Mahoney@opm.gov>
Cc: Hart, Debbi <Hart.Debbi@epa.gov>; Parker, Gary <parker.gary@epa.gov>
Subject: Question about VERA/VSIP Repayment

Gregory,

I received the following question:

If a former Peace Corps/VISTA volunteer separates under VSIP and returns to Peace Corps/VISTA service within less than five years of separating from EPA, are they required to pay back the VSIP to EPA?

I'm inclined to say yes because 5 CFR 576 states:

An executive branch employee who received a Voluntary Separation Incentive Payment as described in subpart A of this part *and accepts any employment for compensation with the Government of the United States* within 5 years after the date of the separation on which the payment is based must repay the entire amount of the Voluntary Separation Incentive Payment to the agency that paid it before the individual's first day of reemployment.

While VISTA/Peace Corps volunteers aren't executive branch employees, VISTA/Peace Corps are Government organizations that pay stipends to volunteers.

Am I correct or incorrect? Thanks for any assistance you can provide.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources

U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

Message

From: Hunt, Loretta [Hunt.Loretta@epa.gov]
Sent: 8/8/2017 5:26:34 PM
To: Lesperance, Twanna [Lesperance.Twanna@epa.gov]
Subject: RE: VERA/VSIP Allocation Flexibility

Twanna, no. If the position was NOT identified in the targeted position template approved by OPM and OMB, they may not be offered V/V.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

From: Lesperance, Twanna
Sent: Tuesday, August 08, 2017 1:22 PM
To: Hunt, Loretta <Hunt.Loretta@epa.gov>
Subject: RE: VERA/VSIP Allocation Flexibility

Hello Loretta,

Based on your guidance below, if the office received an application from a non-targeted position, however within the same series targeted, can we now offer the employee the VV? Just checking so that I can better understand the applicable options.

Thanks,
Twanna

*Twanna Lesperance, Assistant Director, AMS, PMO
Office of Administrative and Executive Services
Office of the Administrator, EPA
202-564-0419 (Desk)
lesperance.twanna@epa.gov*

From: Hunt, Loretta
Sent: Tuesday, August 08, 2017 1:06 PM
To: RHRO <RHRO@epa.gov>; OHR PMOs <OHR_PMOs@epa.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Peabody, Hitch <Peabody.Hitch@epa.gov>; Coomber, Robert <coomber.robert@epa.gov>; Corbett, Krysti <Corbett.Krysti@epa.gov>; Engebretson, Lizabeth <Engebretson.Lizabeth@epa.gov>
Subject: VERA/VSIP Allocation Flexibility

HR Community,

A few offices came to OHR and requested V/V allocation flexibility. We decided to ask OPM to allow all programs this flexibility (a few specifically asked in their initial business cases and were already approved).

The new language added to the agency's business case (pg. 3, attached) specifically states:

Given the pool of available candidates across our program and regional offices, the agency would like to request the flexibility to increase (or decrease) the offer number in one or more categories if necessary, with the understanding that the overall cap for each program or regional office (as identified in sections II-XXIII below) cannot be exceeded.

What this means is that offices can shift slots to oversubscribed categories from undersubscribed categories. For example:

Region A allotted 5 V/V slots for eligible 301s and 5 slots for eligible 0028s. The servicing SSC received 7 applications from 301s but only 3 applications from 0028s. Region A may now move the 2 surplus slots allotted for the 0028 positions over to the 301 category to allow more eligible applicants to take V/V.

Please note, the region or program office may not:

- Exceed the organization's maximum V/V cap approved by OPM and OMB.
- Add additional positions to the eligibility pool.
- Approve more positions to vacate in a series/location/subcomponent than the organization can realistically handle. Remember, all positions (except designated safe positions) vacated under V/V must be eliminated or restructured. The organization must be still be able to function/meet mission needs once employees vacate.

If you have any questions or concerns, please contact me or your servicing HR Shared Service Center.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

Message

From: Hart, Debbi [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=62AFB40F2BF1484D933F2CE207EB20E7-HART, DEBRA]
Sent: 7/6/2017 6:56:47 PM
To: Loretta Hunt [Hunt.Loretta@epa.gov]
Subject: FW: VERA-VSIP General Notice 7-6-17.rev.docx
Attachments: VERA-VSIP General Notice 7-6-17.rev.docx

Crap. Well we can just use this version for final. I can't tell what changed on last paragraph?

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Showman, John
Sent: Thursday, July 06, 2017 1:46 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Cooper, Marian <Cooper.Marian@epa.gov>
Subject: VERA-VSIP General Notice 7-6-17.rev.docx

I made two small changes in the last paragraph – one to address a comment from Mike. He's meeting with Ryan this afternoon and will mention to him.

Message

From: Hart, Debbi [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=62AFB40F2BF1484D933F2CE207EB20E7-HART, DEBRA]
Sent: 7/7/2017 9:38:38 PM
To: Hickey, Mike J. [Ex. 6 - Personal Privacy] Grossman, Andrea L. [Ex. 6 - Personal Privacy]
[Ex. 6 - Personal Privacy]
Subject: RE: EPA Final VERA/VSIP Request--updated information and responses

Woo hoo! Thanks Mike—you and Andrea made my weekend. OPM indicated they will work on preparing signature package first thing Monday. Debbi

From: Hickey, Mike J. [Ex. 6 - Personal Privacy]
Sent: Friday, July 07, 2017 5:32 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>; Coleman, Darrell E <Darrell.Coleman@opm.gov>; Thornton, Cathryn <Cathryn.Thornton@opm.gov>; Butler, Monica <Monica.Butler@opm.gov>; Snowden, Gregory A <Gregory.Snowden@opm.gov>; Mahoney, Michael J <Mike.Mahoney@opm.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>; Remmers, Janet <Remmers.Janet@epa.gov>; Terris, Carol <Terris.Carol@epa.gov>; Grossman, Andrea L. [Ex. 6 - Personal Privacy]
Subject: RE: EPA Final VERA/VSIP Request--updated information and responses

Debbi - Thank you for all of your work to update the VERA/VSIP request.

OPM Colleagues – With these final updates, OMB concurs with EPA's VSIP/VERA request. Please let me know if you have any questions.

Sincerely,
Mike Hickey
Chief, Environment Branch
Office of Management and Budget
(202) 395-3040

From: Hart, Debbi [mailto:Hart.Debbi@epa.gov]
Sent: Friday, July 7, 2017 5:13 PM
To: Grossman, Andrea L. EOP/OMB <Andrea.L.Grossman@omb.eop.gov>; Coleman, Darrell E <Darrell.Coleman@opm.gov>; Thornton, Cathryn <Cathryn.Thornton@opm.gov>; Butler, Monica <Monica.Butler@opm.gov>; Snowden, Gregory A <Gregory.Snowden@opm.gov>; Mahoney, Michael J <Mike.Mahoney@opm.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>; Hickey, Mike J. [Ex. 6 - Personal Privacy] Remmers, Janet <Remmers.Janet@epa.gov>; Terris, Carol <Terris.Carol@epa.gov>
Subject: RE: EPA Final VERA/VSIP Request--updated information and responses
Importance: High

Andrea- the attached captures our updated number for FY17 Costs on p. 3. Thank you! Debbi

From: Hart, Debbi
Sent: Friday, July 07, 2017 3:47 PM
To: 'Grossman, Andrea L. EOP/OMB' <Andrea.L.Grossman@omb.eop.gov>; Coleman, Darrell E

<Darrell.Coleman@opm.gov>; Thornton, Cathryn <Cathryn.Thornton@opm.gov>; Butler, Monica
<Monica.Butler@opm.gov>; Snowden, Gregory A <Gregory.Snowden@opm.gov>; Mahoney, Michael J
<Mike.Mahoney@opm.gov>

Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda
<gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Hunt,
Loretta <Hunt.Loretta@epa.gov>; Hickey, Mike J. EOP/OMB <Michael.Hickey@omb.eop.gov>; Remmers, Janet
<Remmers.Janet@epa.gov>; Terris, Carol <Terris.Carol@epa.gov>

Subject: RE: EPA Final VERA/VSIP Request--updated information and responses

Importance: High

Andrea-

Please see the updated business case/targeted positions template and our responses to your outstanding questions, all
attached. We are standing by for questions. Thanks again. Debbi

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Grossman, Andrea L.

Ex. 6 - Personal Privacy

Sent: Friday, July 07, 2017 12:19 PM

To: Hart, Debbi <Hart.Debbi@epa.gov>; Snowden, Gregory A <Gregory.Snowden@opm.gov>; Mahoney, Michael J
<Mike.Mahoney@opm.gov>; Coleman, Darrell E <Darrell.Coleman@opm.gov>; Thornton, Cathryn
<Cathryn.Thornton@opm.gov>; Butler, Monica <Monica.Butler@opm.gov>

Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda
<gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Hunt,
Loretta <Hunt.Loretta@epa.gov>; Hickey, Mike J. EOP/OMB <Michael.Hickey@omb.eop.gov>

Subject: RE: EPA Final VERA/VSIP Request--email 3 of 3

Debbi,

Thank you for this response. I'm attaching an updated list of outstanding data/consistency issues.

Ex. 5 - Deliberative Process

I'm happy to chat through this if needed. I don't think this will take a long time to incorporate, as it should just be
updating the math in the tables and ensuring everything is accounted for in the agency roll-up total (and it is likely easier
to do centrally rather than farming it back out to all the offices).

Do you also have a written response you can provide for the other two non-data questions I sent over on 6/29?

Thank you,

Andrea Grossman
Program Examiner, OMB Environment Branch
202-395-4756

From: Hart, Debbi [<mailto:Hart.Debbi@epa.gov>]

Sent: Friday, July 7, 2017 8:57 AM

To: Snowden, Gregory A <Gregory.Snowden@opm.gov>; Mahoney, Michael J <Mike.Mahoney@opm.gov>; Coleman, Darrell E <Darrell.Coleman@opm.gov>; Thornton, Cathryn <Cathryn.Thornton@opm.gov>; Butler, Monica <Monica.Butler@opm.gov>; Mulligan, James S

Ex. 6 - Personal Privacy

Grossman, Andrea L.

Ex. 6 - Personal Privacy

Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <[Showman.John@epa.gov](mailto>Showman.John@epa.gov)>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>

Subject: EPA Final VERA/VSIP Request--email 3 of 3

EPA's final targeted positions chart. I will contact you to ensure receipt of all three pieces. Debbi

From: Hart, Debbi

Sent: Friday, July 07, 2017 8:54 AM

To: 'Snowden, Gregory A' <Gregory.Snowden@opm.gov>; 'Mahoney, Michael J' <Mike.Mahoney@opm.gov>; 'Coleman, Darrell E' <Darrell.Coleman@opm.gov>; 'Thornton, Cathryn' <Cathryn.Thornton@opm.gov>; 'Butler, Monica' <Monica.Butler@opm.gov>; 'Mulligan, James S

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Subject: EPA Final VERA/VSIP Request--email 2 of 3

EPA's final business case (attached). DH

From: Hart, Debbi

Sent: Friday, July 07, 2017 8:52 AM

To: Snowden, Gregory A <Gregory.Snowden@opm.gov>; Mahoney, Michael J <Mike.Mahoney@opm.gov>; Coleman, Darrell E <Darrell.Coleman@opm.gov>; Thornton, Cathryn <Cathryn.Thornton@opm.gov>; Butler, Monica <Monica.Butler@opm.gov>; Mulligan, James S. EOP/OMB <James_S_Mulligan@omb.eop.gov>; 'Grossman, Andrea L. EOP/OMB' <Andrea_L_Grossman@omb.eop.gov>

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Subject: EPA Final VERA/VSIP Request--email 1 of 3

Importance: High

Greetings All-

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Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA

ED_001372_00004509-00003

202.564.2011

hart.debbi@epa.gov

Message

From: Hart, Debbi [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=62AFB40F2BF1484D933F2CE207EB20E7-HART, DEBRA]
Sent: 7/7/2017 4:29:36 PM
To: Marvin Schulman [Schulman.Marvin@epa.gov]
CC: Loretta Hunt [Hunt.Loretta@epa.gov]
Subject: FW: EPA Final VERA/VSIP Request--email 3 of 3
Attachments: VERA VSIP data issues round 2 OMB.DOCX

Importance: High

Marvin—OCFO is handling budget/cost issues but can you review and see if there's anything else (an OCSPP question?)
Need your review ASAP. Thanks! Debbi

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Grossman, Andrea L. EOP/OMB [mailto:Andrea_L_Grossman@omb.eop.gov]
Sent: Friday, July 07, 2017 12:19 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>; Snowden, Gregory A <Gregory.Snowden@opm.gov>; Mahoney, Michael J <Mike.Mahoney@opm.gov>; Coleman, Darrell E <Darrell.Coleman@opm.gov>; Thornton, Cathryn <Cathryn.Thornton@opm.gov>; Butler, Monica <Monica.Butler@opm.gov>
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Subject: RE: EPA Final VERA/VSIP Request--email 3 of 3

Debbi,

Thank you for this response. I'm attaching an updated list of outstanding data/consistency issues.

I'm not sure all of the offices understood our question about accounting for payroll for all positions classified as "restructure". As you'll see, this issue represents the vast majority of our outstanding issues. Even if a position will be filled internally, those payroll costs need to be accounted for in Table B. Many of the "Table B's in the business case account for savings for the max number of offers, but do not include any costs for positions listed as "restructure", which indicates that those positions are actually being eliminated. Please see attached for the complete list of places this occurs.

I'm happy to chat through this if needed. I don't think this will take a long time to incorporate, as it should just be updating the math in the tables and ensuring everything is accounted for in the agency roll-up total (and it is likely easier to do centrally rather than farming it back out to all the offices).

Do you also have a written response you can provide for the other two non-data questions I sent over on 6/29?

Thank you,

Andrea Grossman

Program Examiner, OMB Environment Branch
202-395-4756

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Sent: Friday, July 7, 2017 8:57 AM

To: Snowden, Gregory A <Gregory.Snowden@opm.gov>; Mahoney, Michael J <Mike.Mahoney@opm.gov>; Coleman, Darrell E <Darrell.Coleman@opm.gov>; Thornton, Cathryn <Cathryn.Thornton@opm.gov>; Butler, Monica <Monica.Butler@opm.gov>; Mulligan, James S. EOP/OMB <James_S_Mulligan@omb.eop.gov>; Grossman, Andrea L. EOP/OMB <Andrea_L_Grossman@omb.eop.gov>

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Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Loretta Hunt <Hunt.Loretta@epa.gov>

Subject: EPA Final VERA/VSIP Request--email 1 of 3

Importance: High

Greetings All-

Thank you for your assistance with this effort. As for our informal request, we are submitting our final package in three pieces. Attached is our signed VERA/VSIP template request. This will be followed by our final business case and targeted positions table. Please let us know if there are any questions. Thanks again-- Debbi

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA

ED_001372_00004512-00002

202.564.2011

hart.debbi@epa.gov

Message

From: Breneman, Sara [breneman.sara@epa.gov]
Sent: 6/30/2017 7:41:20 PM
To: Terris, Carol [Terris.Carol@epa.gov]; Remmers, Janet [Remmers.Janet@epa.gov]; Shanahan, Katherine [Shanahan.Katherine@epa.gov]; Hart, Debbi [Hart.Debbi@epa.gov]; Hunt, Loretta [Hunt.Loretta@epa.gov]
CC: Sloan, Steve [sloan.steven@epa.gov]; Sanders, Amy [Sanders.Amy@epa.gov]; Maso, Carmen [maso.carmen@epa.gov]; Meyer, Dale [meyer.dale@epa.gov]; Sypniewski, Bruce [sypniewski.bruce@epa.gov]; Marlinga, Richard [marlinga.richard@epa.gov]
Subject: FW: V/V Budget Tables update information
Attachments: v and v budget information tables v3 (R5).docx

Janet, Carol, et al,

Here is the updated R5 version of the financial portion of the V/V package.

Thanks, and have a great weekend/holiday!

Sara

From: Sloan, Steve
Sent: Friday, June 30, 2017 2:10 PM
To: Breneman, Sara <breneman.sara@epa.gov>
Cc: Sanders, Amy <Sanders.Amy@epa.gov>; Sypniewski, Bruce <sypniewski.bruce@epa.gov>; Marlinga, Richard <marlinga.richard@epa.gov>; Maso, Carmen <maso.carmen@epa.gov>; Meyer, Dale <meyer.dale@epa.gov>
Subject: RE: V/V Budget Tables update information

Sara,
Attached is the completed (revised) document.
Please make sure to send to both Carol Terris and Janet Remmers.
Any questions? Let me know.
Have a good weekend...Steve

From: Shanahan, Katherine
Sent: Friday, June 30, 2017 9:14 AM
To: Pastalove, Barbara <Pastalove.Barbara@epa.gov>; Rubel, Robert <Rubel.Robert@epa.gov>; McManus, Catharine <mcmamus.catharine@epa.gov>; Burrows, Eileen <BURROWS.EILEEN@EPA.GOV>; Schwartz, Barbara <Schwartz.Barbara@epa.gov>; Sanders, Amy <Sanders.Amy@epa.gov>; Breneman, Sara <breneman.sara@epa.gov>; Marlinga, Richard <marlinga.richard@epa.gov>; Rodriguez, Ray <Rodriguez.Ray@epa.gov>; Hill, Troy <Hill.Troy@epa.gov>; Price, Patricia <price.patricia@epa.gov>; Fowler, Joshua <Fowler.Joshua@epa.gov>; Lane, Vicki <Lane.Vicki@epa.gov>; Barber, Anthony <Barber.Anthony@epa.gov>; OCFO-SBO <OCFOSBO@epa.gov>; OCFO-Regional-Comptroller <OCFORegionalComptroller@epa.gov>; OHR PMOs <OHR_PMOs@epa.gov>; Terris, Carol <Terris.Carol@epa.gov>; Remmers, Janet <Remmers.Janet@epa.gov>; Baden, Beth <Baden.Beth@epa.gov>; Klinker, Wendy <Klinker.Wendy@epa.gov>; Ajabi, Laurel <Ajabi.Laurel@epa.gov>
Cc: McDonald, James <McDonald.James@epa.gov>; Kenyon, Michael <Kenyon.Michael@epa.gov>
Subject: V/V Budget Tables update information

Good Morning Everyone

As Janet and Carol promised on yesterday's conference calls, please find attached the V/V Budget Tables update. In addition to the table template,

Ex. 5 Ex. 5 - Deliberative Process

If you were unable to make the call and are unclear as to your next steps, please feel free to call me at 617-918-1619 and I will explain what was discussed during the call. If you have specific finance questions, Janet Remmers at 202-564-0548, is taking the lead for OCFO on the budget portion of the V/V submission.

Please Note: I went through every message that indicated yesterday's meeting invite had been forwarded. I typed in the names individually and while some added to the Address list, most did not. It appears that their names already appeared on either the Budget Officer Mail list or the Comptroller Mail list. Thus, if you do not see their individual name above, rest assured they were not missed!

Thank you

Kathie Shanahan
Human Resource Officer
EPA New England Region 1
617-918-1619

Message

From: Hart, Debbi [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=62AFB40F2BF1484D933F2CE207EB20E7-HART, DEBRA]
Sent: 7/3/2017 6:08:07 PM
To: Fowler, Joshua [Fowler.Joshua@epa.gov]
CC: Remmers, Janet [Remmers.Janet@epa.gov]
Subject: RE: V/V Budget Tables update information-status

Josh—appreciate it. Have a fantastic holiday!

From: Fowler, Joshua
Sent: Monday, July 03, 2017 2:06 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>; Lane, Vicki <Lane.Vicki@epa.gov>
Cc: Remmers, Janet <Remmers.Janet@epa.gov>
Subject: RE: V/V Budget Tables update information-status

Region 8's is complete and should be coming shortly. Beth Greenwald will be the sender.

Josh Fowler
Human Resources Officer
EPA Region 8
1595 Wynkoop St. Denver, CO 80212
fowler.joshua@epa.gov
303-312-6348 (work)
720-287-9266 (cell)

From: Hart, Debbi
Sent: Monday, July 3, 2017 12:05 PM
To: Lane, Vicki <Lane.Vicki@epa.gov>; Fowler, Joshua <Fowler.Joshua@epa.gov>
Cc: Remmers, Janet <Remmers.Janet@epa.gov>
Subject: FW: V/V Budget Tables update information-status
Importance: High

Hello Vicki and Josh—

Can you guys please give us a status update on your budget tables? Thanks in advance. Debbi

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Remmers, Janet
Sent: Monday, July 03, 2017 1:51 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Subject: RE: V/V Budget Tables update information-status

Ex. 5 - Deliberative Process

Thanks

Janet Remmers, Ph.D.
RPROS
Office of Budget/OCFO
Mail code: 2732A
office: 202-564-0548
aws: 301-593-7870

From: Remmers, Janet
Sent: Saturday, July 01, 2017 6:32 AM
To: 'Tim Fontaine' <Fontaine.Tim@epa.gov>; Standifer, Juanita <Standifer.Juanita@epa.gov>; Maher, Karen <Maher.Karen@epa.gov>; Soward, Ruth-Alene <Soward.Ruth-Alene@epa.gov>; McCluney, Lance <McCluney.Lance@epa.gov>; Janowiak, Susan <Janowiak.susan@epa.gov>; Eubanks, Kristy <Eubanks.Kristy@epa.gov>; Klinker, Wendy <Klinker.Wendy@epa.gov>; Greenwald, Beth <Greenwald.Beth@epa.gov>; Bielenberg, Ben <Bielenberg.Ben@epa.gov>; Wong, Melissa <wong.melissa@epa.gov>
Subject: FW: V/V Budget Tables update information-status

Ex. 5 - Deliberative Process

I know in some offices this exercise is being done by the HRO or PMO. They would need help from the budget community.
We would greatly appreciate your help in getting these completed by Monday, July 3rd.

I am finding that folks are making this too complicated. It should be fairly simple. Here are some suggestions:

Ex. 5 - Deliberative Process

Please feel free to call me on 202-564-0548 if you have questions.

Janet Remmers, Ph.D.

RPROS
Office of Budget/OCFO
Mail code: 2732A
office: 202-564-0548
aws: 301-593-7870

From: Shanahan, Katherine
Sent: Friday, June 30, 2017 10:14 AM
To: Pastalove, Barbara <Pastalove.Barbara@epa.gov>; Rubel, Robert <Rubel.Robert@epa.gov>; McManus, Catharine <mcm Manus.catharine@epa.gov>; Burrows, Eileen <BURROWS.EILEEN@EPA.GOV>; Schwartz, Barbara <Schwartz.Barbara@epa.gov>; Sanders, Amy <Sanders.Amy@epa.gov>; Breneman, Sara <breneman.sara@epa.gov>; Marlinga, Richard <marlinga.richard@epa.gov>; Rodriguez, Ray <Rodriguez.Ray@epa.gov>; Hill, Troy <Hill.Troy@epa.gov>; Price, Patricia <price.patricia@epa.gov>; Fowler, Joshua <Fowler.Joshua@epa.gov>; Lane, Vicki <Lane.Vicki@epa.gov>; Barber, Anthony <Barber.Anthony@epa.gov>; OCFO-SBO <OCFOSBO@epa.gov>; OCFO-Regional-Comptroller <OCFORegionalComptroller@epa.gov>; OHR PMOs <OHR_PMOs@epa.gov>; Terris, Carol <Terris.Carol@epa.gov>; Remmers, Janet <Remmers.Janet@epa.gov>; Baden, Beth <Baden.Beth@epa.gov>; Klinker, Wendy <Klinker.Wendy@epa.gov>; Ajabi, Laurel <Ajabi.Laurel@epa.gov>
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EPA New England Region 1
617-918-1619

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From: Remmers, Janet [Remmers.Janet@epa.gov]
Sent: 7/7/2017 4:24:10 PM
To: Hart, Debbi [Hart.Debbi@epa.gov]
CC: Terris, Carol [Terris.Carol@epa.gov]; Baden, Beth [Baden.Beth@epa.gov]
Subject: RE: EPA Final VERA/VSIP Request--email 3 of 3

I will look at the questions and see what needs to be done.

Janet Remmers, Ph.D.
RPROS
Office of Budget/OCFO
Mail code: 2732A
office: 202-564-0548
aws: 301-593-7870

From: Hart, Debbi
Sent: Friday, July 07, 2017 12:23 PM
To: Terris, Carol <Terris.Carol@epa.gov>; Remmers, Janet <Remmers.Janet@epa.gov>
Subject: FW: EPA Final VERA/VSIP Request--email 3 of 3
Importance: High

Just in from OMB. Are you guys available to assist? Very tight turnaround I'm afraid.

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Grossman, Andrea L. EOP/OMB [<mailto:Andrea.L.Grossman@omb.eop.gov>]
Sent: Friday, July 07, 2017 12:19 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>; Snowden, Gregory A <Gregory.Snowden@opm.gov>; Mahoney, Michael J <Mike.Mahoney@opm.gov>; Coleman, Darrell E <Darrell.Coleman@opm.gov>; Thornton, Cathryn <Cathryn.Thornton@opm.gov>; Butler, Monica <Monica.Butler@opm.gov>
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Program Examiner, OMB Environment Branch
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Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Loretta Hunt <Hunt.Loretta@epa.gov>

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Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Loretta Hunt <Hunt.Loretta@epa.gov>

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Importance: High

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Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

Message

From: Mairose, Sue [Mairose.Sue@epa.gov]
Sent: 6/30/2017 1:41:06 PM
To: Haworth, Jerry [Haworth.Jerry@epa.gov]; Parker, Gary [parker.gary@epa.gov]
CC: Hart, Debbi [Hart.Debbi@epa.gov]; Hunt, Loretta [Hunt.Loretta@epa.gov]; Thomas, Cheryl [Thomas.Cheryl@epa.gov]; Bonner, Jerome [Bonner.Jerome@epa.gov]
Subject: RE: VERA VSIP FAQs

Thanks Jerry.

Gary, we also may want to state that the employees annual leave payout is also received 2 full pay periods after the employee separates, therefore the lump sum annual leave payout and the Incentive payment will both be paid out at the same time.

Thank you,

Sue

Sue Mairose
Branch Chief, Employee Benefits
Environmental Protection Agency
Cincinnati HR Shared Service Center
26 W. Martin Luther King Dr.
Benefits Branch MS N-136
Cincinnati, OH 45268
513-569-7951
(Fax) 513-487-2567

Benefits Common Line (513) 569-7699

Benefits mailbox: CIN_HRSSC_Benefits_Central@epa.gov

-----Original Message-----

From: Haworth, Jerry
Sent: Friday, June 30, 2017 9:25 AM
To: Parker, Gary <parker.gary@epa.gov>; Mairose, Sue <Mairose.Sue@epa.gov>
Cc: Hart, Debbi <Hart.Debbi@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>; Thomas, Cheryl <Thomas.Cheryl@epa.gov>; Bonner, Jerome <Bonner.Jerome@epa.gov>
Subject: RE: VERA VSIP FAQs

Good morning Mr. Parker,

According to our payroll liaison at IBC, the VSIP payment is made two full pay periods after separation and is not included in the separating employee's final salary payment.

Please feel free to contact me if I can be of further service.

Thank you,

Jerry L. Haworth

Human Resources Benefits Specialist

U.S. Environmental Protection Agency
OARM Cincinnati-HRSSC
26 W Martin Luther King Dr.
Cincinnati, OH 45268

Phone: (513) 569-7592
Fax: (513) 487-2567
Benefits Hotline: (513) 569-7699

-----Original Message-----

From: Parker, Gary
Sent: Thursday, June 29, 2017 6:12 PM
To: Mairose, Sue <Mairose.Sue@epa.gov>
Cc: Hart, Debbi <Hart.Debbi@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>; Haworth, Jerry <Haworth.Jerry@epa.gov>; Thomas, Cheryl <Thomas.Cheryl@epa.gov>; Bonner, Jerome <Bonner.Jerome@epa.gov>
Subject: Re: VERA VSIP FAQs

Understood and thank you.

Sent from my iPhone

> On Jun 29, 2017, at 5:59 PM, Mairose, Sue <Mairose.Sue@epa.gov> wrote:

>

> Hi Gary,

>

> I am having my HR Specialist, Jerry Haworth check with our payroll office IBC tomorrow regarding the last sentence of #12 regarding when the VSIP payment will be received. Jerry will reach out to you when he receives the correct information (hopefully on Friday) so that the statement can be tweaked if necessary.

>

> Thank you Gary. Have a good weekend!

>

> Sue

>

> Sue Mairose

> Branch Chief, Employee Benefits

> Environmental Protection Agency

> Cincinnati HR Shared Service Center

> 26 W. Martin Luther King Dr.

> Benefits Branch MS N-136

> Cincinnati, OH 45268

> 513-569-7951

> (Fax) 513-487-2567

>

> Benefits Common Line (513) 569-7699

>

> Benefits email box: CIN_HRSSC_Benefits_Central@epa.gov

>

> -----Original Message-----

> From: Parker, Gary

> Sent: Thursday, June 29, 2017 4:34 PM

> To: Hunt, Loretta <Hunt.Loretta@epa.gov>; Bonner, Jerome <Bonner.Jerome@epa.gov>; Engebretson, Lizabeth <Engebretson.Lizabeth@epa.gov>; Taylor, Jeremy <Taylor.Jeremy@epa.gov>; Cunningham, Bisa <cunningham.bisa@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>; Corbett, Kristi <Corbett.Krysti@epa.gov>; Comber, Robert <coomber.robert@epa.gov>; Schulman, Marvin <Schulman.Marvin@epa.gov>; McNeal, Detha <McNeal.Detha@epa.gov>; Peabody, Hitch <Peabody.Hitch@epa.gov>; Mairose, Sue <Mairose.Sue@epa.gov>; Davis, Cathy <Davis.Cathy@epa.gov>; Jimenez, Elaine <Jimenez.Elaine@epa.gov>; Brown, Rohm <brown.rohn@epa.gov>; Atkinson, Ryan <Atkinson.Ryan@epa.gov>; Burt, Cynthia <Burt.Cynthia@epa.gov>

> Subject: VERA VSIP FAQs

>

> All,

>

> I have been working with Sue Mairose (Thank you Sue!) on the FAQs and want to be sure you all had a look at them. Please review and provide any recommendations to me soonest, so we can keep our Early Out/Buy Out site up to date. <http://intranet.epa.gov/policy/buyouts/index.htm>

>

>

> R,

> Gary

>

> <VERA- VSIP FAQ's 5-31-17.docx>

To: Loretta Hunt[Hunt.Loretta@epa.gov]; Parker, Gary[parker.gary@epa.gov]; Kuhns, Jason[kuhns.jason@epa.gov]; Marvin Schulman[Schulman.Marvin@epa.gov]; McNeal, Detha[McNeal.Detha@epa.gov]; Willig, Jeanine[willig.jeanine@epa.gov]
From: Hart, Debbi
Sent: Mon 6/5/2017 6:37:08 PM
Subject: FW: Urgent V/V question - OW SL max offer numbers may change

Please stay tuned for final confirmation.

From: Hart, Debbi
Sent: Monday, June 05, 2017 2:35 PM
To: Vizian, Donna <Vizian.Donna@epa.gov>
Subject: FW: Urgent V/V question

Alfredo just confirmed:

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Gary Is updating his chart to show max offers.

From: Torrez, Alfredo
Sent: Monday, June 05, 2017 12:31 PM
To: Parker, Gary <parker.gary@epa.gov>
Cc: Hart, Debbi <Hart.Debbi@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>; Stevens, Robert <Stevens.Robert@epa.gov>; Erickson, Amber <Erickson.Amber@epa.gov>
Subject: RE: Urgent V/V question

Gary,

The requested information is below. Let me know if you need additional information.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Alfredo Torrez, Associate Director and
OW Program Management Official
Management and Operations Staff
Office of Water, Office of the Assistant Administrator
U.S. Environmental Protection Agency
Room 3311C WJC East (4101M)
Phone: (202) 564-6621 Mobile: (202) 573-1956
Fax: (202) 564-0500
Email: torrez.alfredo@epa.gov

Please consider the environment before printing this email.

Information contained in this message may be subject to the Privacy Act (5USC 552a) and should be treated accordingly. The information transmitted is intended only for the person or entity to which it is addressed and may contain confidential and/or privileged information. Any review, re-transmission, dissemination or other use of, or taking of any action in reliance upon, this information by persons or entities other than the intended recipient is prohibited. If you receive this in error, please contact the sender and delete the material from any computer.

From: Parker, Gary
Sent: Monday, June 05, 2017 10:29 AM
To: Torrez, Alfredo <Torrez.Alfredo@epa.gov>
Cc: Hart, Debbi <Hart.Debbi@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>
Subject: Urgent V/V question

Alfredo,

Donna needs to know specifically which SL/ST positions OW has targeted within your V/V

Ex. 5 - Deliberative Process

R,

Gary

Mr. Gary Parker

Branch Chief, Workforce Planning

USEPA/OARM/OHR

(O) 202-564-7421

(M) 202-253-7099

From: Vizian, Donna

Sent: Monday, June 05, 2017 9:45 AM

To: Parker, Gary <parker.gary@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>

Subject: V/V questions

Hi – can you tell me which SL/ST positions OW has targeted? thanks

Message

From: Schulman, Marvin [Schulman.Marvin@epa.gov]
Sent: 6/16/2017 4:30:45 PM
To: McManus, Catharine [mcmanus.catharine@epa.gov]
CC: Hart, Debbi [Hart.Debbi@epa.gov]; Hunt, Loretta [Hunt.Loretta@epa.gov]
Subject: RE: Need R3 Org Chart for V-V Submission

Thanks Kate !

Have a great weekend

Marvin

From: McManus, Catharine
Sent: Friday, June 16, 2017 12:27 PM
To: Schulman, Marvin <Schulman.Marvin@epa.gov>
Subject: RE: Need R3 Org Chart for V-V Submission

Hope that this will work.

From: Schulman, Marvin
Sent: Friday, June 16, 2017 11:58 AM
To: McManus, Catharine <mcmanus.catharine@epa.gov>
Subject: RE: Need R3 Org Chart for V-V Submission

I know – which is why I didn't catch it earlier

Ideally something showing the whole region (or at least the major components)

THANKS!

marvin

From: McManus, Catharine
Sent: Friday, June 16, 2017 11:57 AM
To: Schulman, Marvin <Schulman.Marvin@epa.gov>; Burrows, Eileen <BURROWS.EILEEN@EPA.GOV>
Subject: RE: Need R3 Org Chart for V-V Submission

Ok. We didn't submit because we aren't reorging. What level do you need, just the top level?

From: Schulman, Marvin
Sent: Friday, June 16, 2017 11:55 AM
To: McManus, Catharine <mcmanus.catharine@epa.gov>; Burrows, Eileen <BURROWS.EILEEN@EPA.GOV>
Subject: Need R3 Org Chart for V-V Submission

Kate –

We didn't get an org chart for R3 and need it for our submission to OPM/OMB...can you please send me one ASAP?

THANKS

Marvin
(202) 564-7778

To: Vizian, Donna[Vizian.Donna@epa.gov]; Showman, John[Showman.John@epa.gov]; Hart, Debbi[Hart.Debbi@epa.gov]
From: Cooper, Marian
Sent: Thur 6/8/2017 4:28:26 PM
Subject: RE: Agency Approach to Early Outs and Buyouts – Phase 2

I got it. thanks

Marian Pechmann Cooper

Chief of Staff

Office of Administration and Resources Management

William Jefferson Clinton Federal Building-NORTH (3330)

Washington, DC 20460

office number -- 202 564-0620

office fax -- 202 564-0233



From: Vizian, Donna
Sent: Thursday, June 08, 2017 12:26 PM
To: Cooper, Marian <Cooper.Marian@epa.gov>; Showman, John <Showman.John@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>
Subject: RE: Agency Approach to Early Outs and Buyouts – Phase 2

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Thank you!

From: Cooper, Marian

Sent: Thursday, June 08, 2017 10:00 AM

To: Showman, John <Showman.John@epa.gov>; Vizian, Donna <Vizian.Donna@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>

Subject: RE: Agency Approach to Early Outs and Buyouts – Phase 2

Debbi - **Ex. 5 - Deliberative Process**

When are these due?

Marian Pechmann Cooper

Chief of Staff

Office of Administration and Resources Management

William Jefferson Clinton Federal Building-NORTH (3330)

Washington, DC 20460

office number -- 202 564-0620

office fax -- 202 564-0233



From: Showman, John

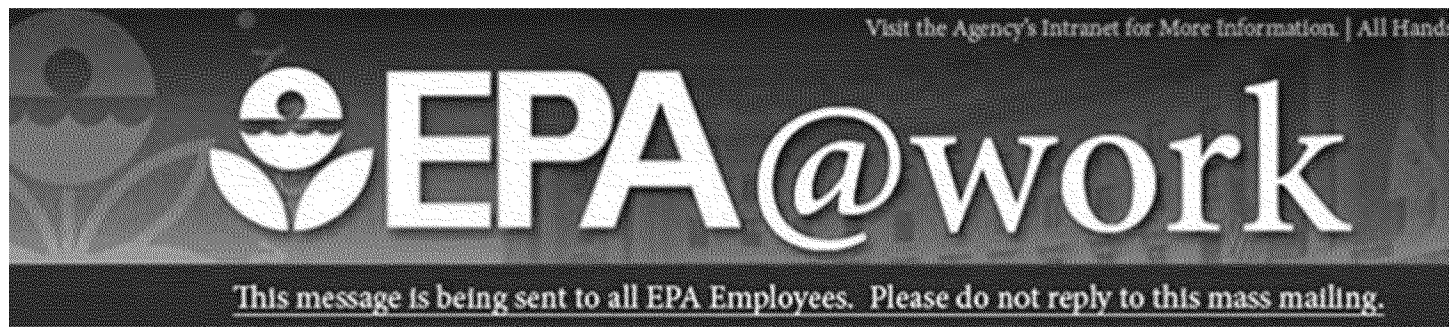
Sent: Thursday, June 08, 2017 8:14 AM

To: Vizian, Donna <Vizian.Donna@epa.gov>; Cooper, Marian <Cooper.Marian@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>

Subject: FW: Agency Approach to Early Outs and Buyouts – Phase 2

Importance: High

From: Mass Mailer [mailto:Mass_Mailer@epa.gov]
Sent: Thursday, October 02, 2014 11:33 AM
To: All EPA Employees <All_EPA_Employees@epamail.epa.gov>
Subject: Agency Approach to Early Outs and Buyouts – Phase 2
Importance: High



MEMORANDUM

SUBJECT: Agency Approach to Early Outs and Buyouts – Phase 2

FROM: Lisa Feldt, Acting Deputy Administrator

TO: All EPA Employees

Over the last couple of years, resource constraints have forced us to operate under a series of temporary, agency-wide hiring policies—such as hiring only one person for every two or three who left. These constraints have challenged our ability to attract new talent, build diversity in our staff, and provide all the needed tools to do the job of protecting human health and the environment.

We can and must make long-term changes to support you and the vital work you do for the American people.

Earlier this year, the agency decided to offer employees voluntary **early outs** and **buyouts** (VERA/VSIP) to manage the challenges of evolving approaches to work, continuing resource constraints, and the unpredictability of attrition.

We are committed to realigning our workforce to meet changing mission requirements, to modify and update our business processes, and to increase support for employees to get their jobs done through training, recognition, technology, and similar areas.

When we offered Phase 1 VERA/VSIPs, some offices were not ready to begin the process of realigning their workforce. But after careful review of their workforce and mission, nine offices have decided to participate in a Phase 2 VERA/VSIP process.

Participating offices are Region 2, Region 5, OARM, OCSPP, ORD, OW, OSWER, OAR and OITA. We are currently awaiting approval from the Office of Personnel Management and the Office of Management and Budget to offer about 200 VERA/VSIPs, and contingent upon their approval, employee notices will be prepared and VERA/VSIP applicants would be expected to depart the agency no later than January 9, 2015.

To give employees enough time to attend retirement/benefits counseling and prepare themselves to depart the agency, information was sent to all employees in the participating AAships and regional offices informing them of the process and the list of positions being considered.

As in all VERA/VSIP processes, participation on the part of the employee is completely voluntary.

At EPA, we are extremely fortunate to have such a talented, devoted and professional staff that works tirelessly to protect public health and the environment. By offering Phase 2 VERA/VSIPs, we are taking one more step to ensure that we have the flexibility and skills to design and build the EPA workforce for the future. Thank you for your continued service to the EPA and the nation.

For more information on EPA's Early Out/Buyout activities, please visit: <http://go.usa.gov/vn9e>

Message

From: Hunt, Loretta [Hunt.Loretta@epa.gov]
Sent: 7/13/2017 4:49:45 PM
To: Pastalove, Barbara [Pastalove.Barbara@epa.gov]
CC: Hart, Debbi [Hart.Debbi@epa.gov]
Subject: V/V Notices for Employees on Leave

Barbara,

On the HR Community call, it was discussed that sending letters by certified mail or with some type of tracking was the best means of ensuring receipt of the notice.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

Message

From: Hart, Debbi [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=62AFB40F2BF1484D933F2CE207EB20E7-HART, DEBRA]
Sent: 6/9/2017 5:22:30 PM
To: Terris, Carol [Terris.Carol@epa.gov]
CC: Parker, Gary [parker.gary@epa.gov]; Loretta Hunt [Hunt.Loretta@epa.gov]
Subject: Updated VERA VSIP theme chart by appropriations
Attachments: 20170609 VERA VSIP For Agency.xlsx

Importance: High

Carol-

Hope you're hanging in there! Please see the attached which should reflect final numbers for all offices. As always, let us know if there are questions. Thank you! Debbi

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

Message

From: Shanahan, Katherine [Shanahan.Katherine@epa.gov]
Sent: 6/30/2017 7:38:26 PM
To: Remmers, Janet [Remmers.Janet@epa.gov]; Terris, Carol [Terris.Carol@epa.gov]
CC: Hart, Debbi [Hart.Debbi@epa.gov]; Hunt, Loretta [Hunt.Loretta@epa.gov]
Subject: Updated R1 V/V Budget Table
Attachments: R1 V-V Budget Tables updated 6-30-17 .docx

Please find attached the updated table for Region I's V/V package

Thanks

Kathie

To: Hart, Debbie[Hart.Debbi@epa.gov]; Parker, Gary[parker.gary@epa.gov]
Cc: Hunt, Loretta[Hunt.Loretta@epa.gov]; Kuhns, Jason[Kuhns.Jason@epa.gov]; Dalrymple, Anne[Dalrymple.Anne@epa.gov]; Barber, Anthony[Barber.Anthony@epa.gov]
From: Lindsay, Nancy
Sent: Mon 6/5/2017 6:28:40 PM
Subject: Final Decision - Region 10 V/V package

Debbie & Gary,

Ex. 5 - Deliberative Process

Thank you for your flexibility and patience!

Nancy

From: Lindsay, Nancy
Sent: Wednesday, May 31, 2017 7:48 AM
To: Hart, Debbie <Hart.Debbi@epa.gov>
Cc: Hunt, Loretta <Hunt.Loretta@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Kuhns, Jason <Kuhns.Jason@epa.gov>; Dalrymple, Anne <Dalrymple.Anne@epa.gov>; Barber, Anthony <Barber.Anthony@epa.gov>
Subject: Re: R10 V/V submittal

Ex. 5 - Deliberative Process

Sent from my iPhone

On May 26, 2017, at 11:01 AM, Hart, Debbie <Hart.Debbi@epa.gov> wrote:

FYI- Nancy may send an updated package on Tuesday. She will let us know one way or another. Thanks. Debbie

Debbi Hart
Director

Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

To: Remmers, Janet[Remmers.Janet@epa.gov]
Cc: Terris, Carol[Terris.Carol@epa.gov]; Hunt, Loretta[Hunt.Loretta@epa.gov]
From: Hart, Debbi
Sent: Fri 7/7/2017 9:14:44 PM
Subject: RE: EPA Final VERA/VSIP Request--updated information and responses

LOL—I just sent it but thanks. Hopefully that is it!

From: Remmers, Janet
Sent: Friday, July 07, 2017 5:13 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Cc: Terris, Carol <Terris.Carol@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>
Subject: RE: EPA Final VERA/VSIP Request--updated information and responses

I updated summary table on page 3

Janet Remmers, Ph.D.

RPROS

Office of Budget/OCFO

Mail code: 2732A

office: 202-564-0548

aws: 301-593-7870

From: Hart, Debbi
Sent: Friday, July 07, 2017 5:06 PM
To: Remmers, Janet <Remmers.Janet@epa.gov>
Cc: Terris, Carol <Terris.Carol@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>
Subject: RE: EPA Final VERA/VSIP Request--updated information and responses
Importance: High

Ex. 5 - Deliberative Process

Debbi Hart
Director

Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Remmers, Janet
Sent: Friday, July 07, 2017 5:02 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Cc: Terris, Carol <Terris.Carol@epa.gov>
Subject: RE: EPA Final VERA/VSIP Request--updated information and responses

Yes, OMB number for FY 2017 Costs is correct.

Ex. 5 - Deliberative Process

Sorry.

Ex. 5 - Deliberative Process

Janet Remmers, Ph.D.

RPROS

Office of Budget/OCFO

Mail code: 2732A

office: 202-564-0548

aws: 301-593-7870

From: Hart, Debbi

Sent: Friday, July 07, 2017 4:56 PM

To: Remmers, Janet <Remmers.Janet@epa.gov>

Cc: Terris, Carol <Terris.Carol@epa.gov>

Subject: FW: EPA Final VERA/VSIP Request--updated information and responses

Importance: High

Janet—Can you take a look?

From: Grossman, Andrea L. EOP/OMB [mailto:Andrea_L_Grossman@omb.eop.gov]

Sent: Friday, July 07, 2017 4:53 PM

To: Hart, Debbi <Hart.Debbi@epa.gov>

Cc: Hickey, Mike J. EOP/OMB <Michael_Hickey@omb.eop.gov>

Subject: RE: EPA Final VERA/VSIP Request--updated information and responses

Debbi,

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

I'm working to talk my management through the changes you worked to incorporate and will keep you posted.

Andrea Grossman

Program Examiner, OMB Environment Branch

202-395-4756

From: Hart, Debbi [<mailto:Hart.Debbi@epa.gov>]

Sent: Friday, July 7, 2017 3:47 PM

To: Grossman, Andrea L. EOP/OMB <Andrea_L_Grossman@omb.eop.gov>; Coleman, Darrell E <Darrell.Coleman@opm.gov>; Thornton, Cathryn <Cathryn.Thornton@opm.gov>; Butler, Monica <Monica.Butler@opm.gov>; Snowden, Gregory A <Gregory.Snowden@opm.gov>; Mahoney, Michael J <Mike.Mahoney@opm.gov>

Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>; Hickey, Mike J. EOP/OMB <Michael_Hickey@omb.eop.gov>; Remmers, Janet <Remmers.Janet@epa.gov>; Terris, Carol <Terris.Carol@epa.gov>

Subject: RE: EPA Final VERA/VSIP Request--updated information and responses

Importance: High

Andrea-

Please see the updated business case/targeted positions template and our responses to your outstanding questions, all attached. We are standing by for questions. Thanks again. Debbi

Debbi Hart
Director

Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Grossman, Andrea L. EOP/OMB [mailto:Andrea_L_Grossman@omb.eop.gov]
Sent: Friday, July 07, 2017 12:19 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>; Snowden, Gregory A <Gregory.Snowden@opm.gov>; Mahoney, Michael J <Mike.Mahoney@opm.gov>; Coleman, Darrell E <Darrell.Coleman@opm.gov>; Thornton, Cathryn <Cathryn.Thornton@opm.gov>; Butler, Monica <Monica.Butler@opm.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>; Hickey, Mike J. EOP/OMB <Michael_Hickey@omb.eop.gov>
Subject: RE: EPA Final VERA/VSIP Request--email 3 of 3

Debbi,

Thank you for this response. I'm attaching an updated list of outstanding data/consistency issues.

I'm not sure all of the offices understood our question about accounting for payroll for all positions classified as "restructure". As you'll see, this issue represents the vast majority of our outstanding issues. Even if a position will be filled internally, those payroll costs need to be accounted for in Table B. Many of the "Table B"s in the business case account for savings for the max number of offers, but do not include any costs for positions listed as "restructure", which indicates that those positions are actually being eliminated. Please see attached for the complete list of places this occurs.

I'm happy to chat through this if needed. I don't think this will take a long time to incorporate, as

it should just be updating the math in the tables and ensuring everything is accounted for in the agency roll-up total (and it is likely easier to do centrally rather than farming it back out to all the offices).

Do you also have a written response you can provide for the other two non-data questions I sent over on 6/29?

Thank you,

Andrea Grossman

Program Examiner, OMB Environment Branch

202-395-4756

From: Hart, Debbi [<mailto:Hart.Debbi@epa.gov>]

Sent: Friday, July 7, 2017 8:57 AM

To: Snowden, Gregory A <Gregory.Snowden@opm.gov>; Mahoney, Michael J <Mike.Mahoney@opm.gov>; Coleman, Darrell E <Darrell.Coleman@opm.gov>; Thornton, Cathryn <Cathryn.Thornton@opm.gov>; Butler, Monica <Monica.Butler@opm.gov>; Mulligan, James S. EOP/OMB <James_S_Mulligan@omb.eop.gov>; Grossman, Andrea L. EOP/OMB <Andrea_L_Grossman@omb.eop.gov>

Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>

Subject: EPA Final VERA/VSIP Request--email 3 of 3

EPA's final targeted positions chart. I will contact you to ensure receipt of all three pieces. Debbi

From: Hart, Debbi

Sent: Friday, July 07, 2017 8:54 AM

To: 'Snowden, Gregory A' <Gregory.Snowden@opm.gov>; 'Mahoney, Michael J' <Mike.Mahoney@opm.gov>; 'Coleman, Darrell E' <Darrell.Coleman@opm.gov>; 'Thornton, Cathryn' <Cathryn.Thornton@opm.gov>; 'Butler, Monica' <Monica.Butler@opm.gov>;

'Mulligan, James S. EOP/OMB' <James_S_Mulligan@omb.eop.gov>; 'Grossman, Andrea L. EOP/OMB' <Andrea_L_Grossman@omb.eop.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Loretta Hunt <Hunt.Loretta@epa.gov>
Subject: EPA Final VERA/VSIP Request--email 2 of 3

EPA's final business case (attached). DH

From: Hart, Debbi
Sent: Friday, July 07, 2017 8:52 AM
To: Snowden, Gregory A <Gregory.Snowden@opm.gov>; Mahoney, Michael J <Mike.Mahoney@opm.gov>; Coleman, Darrell E <Darrell.Coleman@opm.gov>; Thornton, Cathryn <Cathryn.Thornton@opm.gov>; Butler, Monica <Monica.Butler@opm.gov>; Mulligan, James S. EOP/OMB <James_S_Mulligan@omb.eop.gov>; 'Grossman, Andrea L. EOP/OMB' <Andrea_L_Grossman@omb.eop.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Loretta Hunt <Hunt.Loretta@epa.gov>
Subject: EPA Final VERA/VSIP Request--email 1 of 3
Importance: High

Greetings All-

Thank you for your assistance with this effort. As for our informal request, we are submitting our final package in three pieces. Attached is our signed VERA/VSIP template request. This will be followed by our final business case and targeted positions table. Please let us know if there are any questions. Thanks again-- Debbi

Debbi Hart
Director

Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

Message

From: Hart, Debbi [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=62AFB40F2BF1484D933F2CE207EB20E7-HART, DEBRA]
Sent: 6/9/2017 5:18:58 PM
To: Parker, Gary [parker.gary@epa.gov]
CC: Kuhns, Jason [Kuhns.Jason@epa.gov]; Hunt, Loretta [Hunt.Loretta@epa.gov]; Schulman, Marvin [Schulman.Marvin@epa.gov]; McNeal, Detha [McNeal.Detha@epa.gov]
Subject: RE: VERA VSIP Roll Up by Appropriations

Got it—thanks everyone. D

From: Parker, Gary
Sent: Friday, June 09, 2017 12:46 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Cc: Kuhns, Jason <Kuhns.Jason@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>; Schulman, Marvin <Schulman.Marvin@epa.gov>; McNeal, Detha <McNeal.Detha@epa.gov>
Subject: VERA VSIP Roll Up by Appropriations

Debbi,

Attached please find our roll up numbers by appropriation and themes.

R,
Gary

Mr. Gary Parker
Branch Chief, Workforce Planning
USEPA/OARM/OHR
(O) 202-564-7421
(M) 202-253-7099

Message

From: Kuhns, Jason [Kuhns.Jason@epa.gov]
Sent: 6/16/2017 4:25:39 PM
To: Hart, Debbi [Hart.Debbi@epa.gov]
CC: Parker, Gary [parker.gary@epa.gov]; Hunt, Loretta [Hunt.Loretta@epa.gov]; Schulman, Marvin [Schulman.Marvin@epa.gov]; McNeal, Detha [McNeal.Detha@epa.gov]
Subject: Updated Documents
Attachments: V.V Location Roll Up 6.16.17.xlsx; 06162017VERA VSIP Major Themes For Agency.xlsx; V_V Summary Slides for Leadership (002).pptx

Ok, all is updated with the new ORD info. We can discuss the charts whenever you are ready.

Thanks,

Jason Kuhns
U.S. Environmental Protection Agency
Office of Human Resources
202-564-3236
kuhns.jason@epa.gov

To: Parker, Gary[parker.gary@epa.gov]; Loretta Hunt[Hunt.Loretta@epa.gov]; Willig, Jeanine[willig.jeanine@epa.gov]; Kuhns, Jason[kuhns.jason@epa.gov]; McNeal, Detha[McNeal.Detha@epa.gov]; Marvin Schulman[Schulman.Marvin@epa.gov]
From: Hart, Debbi
Sent: Thur 6/8/2017 4:21:54 PM
Subject: FW: Revised OW VERA/VSIP Request
Office of Water VERA and VSIP Justification with Budget Final v3 06-08-17.docx
OW V-V Attachment 1 Final v3 06-08-17.docx
OW Org Charts for V-V request 05-24-17 Attachment 2 Final.pptx
OW Targeted Positions Template Attachment 3 Final v3 06-08-17.xlsx
OW V-V Attachment 4 Final v2 06-08-17.docx

Just in.

From: Torrez, Alfredo
Sent: Thursday, June 08, 2017 12:20 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Cc: Best-Wong, Benita <Best-Wong.Benita@epa.gov>; OW Deputy Office Directors <OWDeputyOfficeDirectors@epa.gov>
Subject: Revised OW VERA/VSIP Request
Importance: High
Sensitivity: Confidential

Debbi,

Attached is OW's revised VERA/VSIP request.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Alfredo Torrez, Associate Director and

OW Program Management Official

Management and Operations Staff

Office of Water, Office of the Assistant Administrator

U.S. Environmental Protection Agency

Room 3311C WJC East (4101M)

Phone: (202) 564-6621 Mobile: (202) 573-1956

Fax: (202) 564-0500

Email: torrez.alfredo@epa.gov

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Message

From: Price, Patricia [price.patricia@epa.gov]
Sent: 6/7/2017 2:05:57 PM
To: Mairose, Sue [Mairose.Sue@epa.gov]; Thomas, Cheryl [Thomas.Cheryl@epa.gov]; Hart, Debbi [Hart.Debbi@epa.gov]
Subject: Most Current VERA-VSIP FAQs Document
Attachments: VERA- VSIP FAQ's Managers .pdf; VERA- VSIP FAQ's Managers 5-12-17.docx

Good Morning,

Since this document derived from your office, please confirm which of the following is the **most current and applicable VERA -VSIP FAS document for sharing** with employees. Is it one of the attachments or the link below:

- 1) <http://intranet.epa.gov/policy/buyouts/pdfs/vera-vsip-faqs.pdf>

Thank you,

Pat Price
Human Resources Officer
EPA – Region 7
Office of Policy & Management
Human Capital Management Branch
11201 Renner Blvd
Lenexa, KS 66219
913 551-7575
Price.patricia@epa.gov
Strengthfinder Themes: Responsibility, Arranger, Developer, Harmony and Focus

Message

From: Hart, Debbi [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=62AFB40F2BF1484D933F2CE207EB20E7-HART, DEBRA]
Sent: 6/9/2017 5:17:18 PM
To: Schulman, Marvin [Schulman.Marvin@epa.gov]
CC: Hunt, Loretta [Hunt.Loretta@epa.gov]; McNeal, Detha [McNeal.Detha@epa.gov]
Subject: RE: VERA/VSIP - Volunteer question

Got it—makes sense. Thanks, Please share with Pat.

From: Schulman, Marvin
Sent: Friday, June 09, 2017 12:48 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Cc: Hunt, Loretta <Hunt.Loretta@epa.gov>; McNeal, Detha <McNeal.Detha@epa.gov>
Subject: RE: VERA/VSIP - Volunteer question

Debbi –

People coming in under this ORD program, are coming in as “experts and consultants” under the Special Government Employees program, which allows us to have them work temporarily (not more than 130 days in a calendar year) without compensation. And I think ‘compensation” is the key here...

This is what I found when I looked under V/V on the OPM website

Repayment Requirement

An employee who receives a VSIP and later accepts employment for compensation with the Government of the United States within 5 years of the date of the separation on which the VSIP is based, including work under a personal services contract or other direct contract, must repay the entire amount of the VSIP to the agency that paid it - before the individual's first day of reemployment. [my emphasis]

From this, its clear that they could come back under this authority and work without compensation and without having to repay their VSIP payment.

Marvin

From: Hart, Debbi
Sent: Friday, June 09, 2017 12:35 PM
To: Schulman, Marvin <Schulman.Marvin@epa.gov>
Subject: FW: VERA/VSIP - Volunteer question

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Vaughan, Pat
Sent: Friday, June 09, 2017 11:36 AM
To: Schulman, Marvin <Schulman.Marvin@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>
Cc: Hunt, Loretta <Hunt.Loretta@epa.gov>
Subject: RE: VERA/VSIP - Volunteer question

Marvin,

Thanks. Yes, Our Science Emeritus program does allow scientists to come back as a volunteer for a limited amount of time. This is the only policy link I can find right now.

https://intranet.ord.epa.gov/sites/default/files/media/OPARM/section_2.302017-03-22-085035.pdf

I'm happy to work with someone to get the answer. We may have a few scientists who would take the VERA/VSIP in this short timeframe if they knew they could come back as a volunteer under this program for a limited time to complete a critical project.

Pat Vaughan
Director, Human Resources Division
ORD/Office of Administrative and Research Support
919-541-4912
919-406-4424 (cell)
<https://intranet.ord.epa.gov/oars/home>

From: Schulman, Marvin
Sent: Friday, June 09, 2017 10:33 AM
To: Hart, Debbi <Hart.Debbi@epa.gov>; Vaughan, Pat <Vaughan.Pat@epa.gov>
Cc: Hunt, Loretta <Hunt.Loretta@epa.gov>
Subject: RE: VERA/VSIP - Volunteer question

Generally speaking, we can't "volunteer" our services...which is why (non-essential) employees cant work during a shutdown.

That being said, if ORD's Science Emeritus program has some exemption that allows for volunteer employees, then we'd have to look at that particular program (which I have not) and its limitations before we could really give ORD a definitive answer one way or the other.

From: Hart, Debbi
Sent: Friday, June 09, 2017 9:45 AM
To: Vaughan, Pat <Vaughan.Pat@epa.gov>
Cc: Hunt, Loretta <Hunt.Loretta@epa.gov>; Schulman, Marvin <Schulman.Marvin@epa.gov>
Subject: RE: VERA/VSIP - Volunteer question

You're right—I don't know. Let me check in on this.

From: Vaughan, Pat
Sent: Friday, June 09, 2017 9:18 AM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Subject: VERA/VSIP - Volunteer question

Debbi,

I don't know if you can answer this or not. Can an employee accept the VERA/VSIP and then come back to work as a volunteer with no pay (for example in our Science Emeritus program)?

Pat Vaughan

Director, Human Resources Division

ORD/Office of Administrative and Research Support

919-541-4912

919-406-4424 (cell)

<https://intranet.ord.epa.gov/oars/home>

Message

From: Remmers, Janet [Remmers.Janet@epa.gov]
Sent: 6/30/2017 7:25:03 PM
To: Terris, Carol [Terris.Carol@epa.gov]
CC: Hart, Debbi [Hart.Debbi@epa.gov]; Baden, Beth [Baden.Beth@epa.gov]
Subject: V/V files

I am checking to see if you got any V/V Budget Tables updates that I missed.

I have the following:

OAR
OCSP
OLEM
OECA
OARM
OITA
R10

Got a the following , but I am waiting for revisions for:

OGC
R2

Janet Remmers, Ph.D.
RPROS
Office of Budget/OCFO
Mail code: 2732A
office: 202-564-0548
aws: 301-593-7870

To: Hart, Debbi[Hart.Debbi@epa.gov]; Hunt, Loretta[Hunt.Loretta@epa.gov]; Parker, Gary[parker.gary@epa.gov]
Cc: Stevens, Robert[Stevens.Robert@epa.gov]; Torrez, Alfredo[Torrez.Alfredo@epa.gov]
From: Erickson, Amber
Sent: Mon 7/3/2017 6:06:15 PM
Subject: FW: V/V Budget Tables update information-status
Office of Water VERA and VSIP Justification with Budget Final 07-03-17.docx

Hi all,

I'm forwarding OW's revised VERA/VSIP budget template that we submitted to OCFO.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Have a great holiday,

Amber

From: Erickson, Amber
Sent: Monday, July 3, 2017 1:57 PM
To: Remmers, Janet <Remmers.Janet@epa.gov>; Terris, Carol <Terris.Carol@epa.gov>
Cc: Fontaine, Tim <Fontaine.Tim@epa.gov>; Stevens, Robert <Stevens.Robert@epa.gov>; Torrez, Alfredo <Torrez.Alfredo@epa.gov>
Subject: FW: V/V Budget Tables update information-status

Hi Janet,

OW's revised template is attached; please let me know if you have questions or need any additional edits. Thanks for the additional guidance you provided.

Amber

From: Fontaine, Tim
Sent: Monday, July 3, 2017 8:43 AM
To: Erickson, Amber <Erickson.Amber@epa.gov>
Cc: Stevens, Robert <Stevens.Robert@epa.gov>; Torrez, Alfredo <Torrez.Alfredo@epa.gov>; Woods, Terry <Woods.Terry@epa.gov>; Spraul, Greg <Spraul.Greg@epa.gov>
Subject: FW: V/V Budget Tables update information-status

Amber,

Wanted to make sure you got this additional guidance on foot notes.

Tim Fontaine

EPA Office of Water

(202) 564-0318

From: Remmers, Janet

Sent: Saturday, July 01, 2017 6:32 AM

To: Fontaine, Tim <Fontaine.Tim@epa.gov>; Standifer, Juanita <Standifer.Juanita@epa.gov>; Maher, Karen <Maher.Karen@epa.gov>; Soward, Ruth-Alene <Soward.Ruth-Alene@epa.gov>; McCluney, Lance <McCluney.Lance@epa.gov>; Janowiak, Susan <Janowiak.susan@epa.gov>; Eubanks, Kristy <Eubanks.Kristy@epa.gov>; Klinker, Wendy <Klinker.Wendy@epa.gov>; Greenwald, Beth <Greenwald.Beth@epa.gov>; Bielenberg, Ben <Bielenberg.Ben@epa.gov>; Wong, Melissa <Wong.Melissa@epa.gov>

Subject: FW: V/V Budget Tables update information-status

Ex. 5 - Deliberative Process

I know in some offices this exercise is being done by the HRO or PMO. They would need help from the budget community.

We would greatly appreciate your help in getting these completed by Monday, July 3rd.

I am finding that folks are making this too complicated. It should be fairly simple. Here are some suggestions:

Ex. 5 - Deliberative Process

Please feel free to call me on 202-564-0548 if you have questions.

Janet Remmers, Ph.D.

RPROS

Office of Budget/OCFO

Mail code: 2732A

office: 202-564-0548

aws: 301-593-7870

From: Remmers, Janet

Sent: Friday, June 30, 2017 5:42 PM

To: Shanahan, Katherine <Shanahan.Katherine@epa.gov>; Pastalove, Barbara <Pastalove.Barbara@epa.gov>; Rubel, Robert <Rubel.Robert@epa.gov>; McManus, Catharine <mcmanus.catharine@epa.gov>; Burrows, Eileen <BURROWS.EILEEN@EPA.GOV>;

Schwartz, Barbara <Schwartz.Barbara@epa.gov>; Sanders, Amy <Sanders.Amy@epa.gov>; Breneman, Sara <breneman.sara@epa.gov>; Marlinga, Richard <marlinga.richard@epa.gov>; Rodriguez, Ray <Rodriguez.Ray@epa.gov>; Hill, Troy <Hill.Troy@epa.gov>; Price, Patricia <price.patricia@epa.gov>; Fowler, Joshua <Fowler.Joshua@epa.gov>; Lane, Vicki <Lane.Vicki@epa.gov>; Barber, Anthony <Barber.Anthony@epa.gov>; OCFO-SBO <OCFOSBO@epa.gov>; OCFO-Regional-Comptroller <OCFORegionalComptroller@epa.gov>; OHR PMOs <OHR_PMOs@epa.gov>; Terris, Carol <Terris.Carol@epa.gov>; Baden, Beth <Baden.Beth@epa.gov>; Klinker, Wendy <Klinker.Wendy@epa.gov>; Ajabi, Laurel <Ajabi.Laurel@epa.gov>
Cc: McDonald, James <McDonald.James@epa.gov>; Kenyon, Michael <Kenyon.Michael@epa.gov>
Subject: RE: V/V Budget Tables update information

Status update on the V/V Budget Tables submissions:

Ex. 5 - Deliberative Process

For those still outstanding, please let me know if have questions.

Still need:

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

We have updated Budget Tables from the following:

Ex. 5 - Deliberative Process

Thanks

Janet Remmers, Ph.D.

RPROS

Office of Budget/OCFO

Mail code: 2732A

office: 202-564-0548

aws: 301-593-7870

From: Shanahan, Katherine

Sent: Friday, June 30, 2017 10:14 AM

To: Pastalove, Barbara <Pastalove.Barbara@epa.gov>; Rubel, Robert <Rubel.Robert@epa.gov>; McManus, Catharine <mcmanus.catharine@epa.gov>; Burrows, Eileen <BURROWS.EILEEN@EPA.GOV>; Schwartz, Barbara <Schwartz.Barbara@epa.gov>; Sanders, Amy <Sanders.Amy@epa.gov>; Breneman, Sara <breneman.sara@epa.gov>; Marlinga, Richard <marlinga.richard@epa.gov>; Rodriguez, Ray <Rodriguez.Ray@epa.gov>; Hill, Troy <Hill.Troy@epa.gov>; Price, Patricia <price.patricia@epa.gov>; Fowler, Joshua <Fowler.Joshua@epa.gov>; Lane, Vicki <Lane.Vicki@epa.gov>; Barber, Anthony <Barber.Anthony@epa.gov>; OCFO-SBO <OCFOSBO@epa.gov>; OCFO-Regional-Comptroller <OCFORegionalComptroller@epa.gov>; OHR PMOs <OHR_PMOs@epa.gov>; Terris, Carol <Terris.Carol@epa.gov>; Remmers, Janet <Remmers.Janet@epa.gov>; Baden, Beth <Baden.Beth@epa.gov>; Klinker, Wendy <Klinker.Wendy@epa.gov>; Ajabi, Laurel <Ajabi.Laurel@epa.gov>

Cc: McDonald, James <McDonald.James@epa.gov>; Kenyon, Michael <Kenyon.Michael@epa.gov>

Subject: V/V Budget Tables update information

Good Morning Everyone

As Janet and Carol promised on yesterday's conference calls, please find attached the V/V Budget Tables update. In addition to the table template.

Ex. 5 - Deliberati

Ex. 5 - Deliberative Process

If you were unable to make the call and are unclear as to your next steps, please feel free to call me at 617-918-1619 and I will explain what was discussed during the call. If you have specific finance questions, Janet Remmers at 202-564-0548, is taking the lead for OCFO on the budget portion of the V/V submission.

Please Note: I went through every message that indicated yesterday's meeting invite had been forwarded. I typed in the names individually and while some added to the Address list, most did not. It appears that their names already appeared on either the Budget Officer Mail list or the Comptroller Mail list. Thus, if you do not see their individual name above, rest assured they were not missed!

Thank you

Kathie Shanahan

Human Resource Officer

EPA New England Region 1

617-918-1619

Message

From: Schulman, Marvin [Schulman.Marvin@epa.gov]
Sent: 6/9/2017 4:47:58 PM
To: Hart, Debbi [Hart.Debbi@epa.gov]
CC: Hunt, Loretta [Hunt.Loretta@epa.gov]; McNeal, Detha [McNeal.Detha@epa.gov]
Subject: RE: VERA/VSIP - Volunteer question

Debbi –

People coming in under this ORD program, are coming in as “experts and consultants” under the Special Government Employees program, which allows us to have them work temporarily (not more than 130 days in a calendar year) without compensation. And I think ‘compensation’ is the key here...

This is what I found when I looked under V/V on the OPM website

Repayment Requirement

An employee who receives a VSIP and later accepts employment for compensation with the Government of the United States within 5 years of the date of the separation on which the VSIP is based, including work under a personal services contract or other direct contract, must repay the entire amount of the VSIP to the agency that paid it - before the individual's first day of reemployment. [my emphasis]

From this, its clear that they could come back under this authority and work without compensation and without having to repay their VSIP payment.

Marvin

From: Hart, Debbi
Sent: Friday, June 09, 2017 12:35 PM
To: Schulman, Marvin <Schulman.Marvin@epa.gov>
Subject: FW: VERA/VSIP - Volunteer question

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Vaughan, Pat
Sent: Friday, June 09, 2017 11:36 AM
To: Schulman, Marvin <Schulman.Marvin@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>
Cc: Hunt, Loretta <Hunt.Loretta@epa.gov>
Subject: RE: VERA/VSIP - Volunteer question

Marvin,

Thanks. Yes, Our Science Emeritus program does allow scientists to come back as a volunteer for a limited amount of time. This is the only policy link I can find right now.

https://intranet.ord.epa.gov/sites/default/files/media/OPARM/section_2.302017-03-22-085035.pdf

I'm happy to work with someone to get the answer. We may have a few scientists who would take the VERA/VSIP in this short timeframe if they knew they could come back as a volunteer under this program for a limited time to complete a critical project.

Pat Vaughan
Director, Human Resources Division
ORD/Office of Administrative and Research Support
919-541-4912
919-406-4424 (cell)
<https://intranet.ord.epa.gov/oars/home>

From: Schulman, Marvin
Sent: Friday, June 09, 2017 10:33 AM
To: Hart, Debbi <Hart.Debbi@epa.gov>; Vaughan, Pat <Vaughan.Pat@epa.gov>
Cc: Hunt, Loretta <Hunt.Loretta@epa.gov>
Subject: RE: VERA/VSIP - Volunteer question

Generally speaking, we can't "volunteer" our services...which is why (non-essential) employees cant work during a shutdown.

That being said, if ORD's Science Emeritus program has some exemption that allows for volunteer employees, then we'd have to look at that particular program (which I have not) and its limitations before we could really give ORD a definitive answer one way or the other.

From: Hart, Debbi
Sent: Friday, June 09, 2017 9:45 AM
To: Vaughan, Pat <Vaughan.Pat@epa.gov>
Cc: Hunt, Loretta <Hunt.Loretta@epa.gov>; Schulman, Marvin <Schulman.Marvin@epa.gov>
Subject: RE: VERA/VSIP - Volunteer question

You're right—I don't know. Let me check in on this.

From: Vaughan, Pat
Sent: Friday, June 09, 2017 9:18 AM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Subject: VERA/VSIP - Volunteer question

Debbi,

I don't know if you can answer this or not. Can an employee accept the VERA/VSIP and then come back to work as a volunteer with no pay (for example in our Science Emeritus program)?

Pat Vaughan
Director, Human Resources Division
ORD/Office of Administrative and Research Support
919-541-4912
919-406-4424 (cell)
<https://intranet.ord.epa.gov/oars/home>

To: Engebretson, Lizabeth[Engebretson.Lizabeth@epa.gov]
Cc: Loretta Hunt[Hunt.Loretta@epa.gov]
From: Hart, Debbi
Sent: Tue 8/8/2017 4:27:11 PM
Subject: RE: VERA/VSIP

Loretta is about to send the info to everyone. Just in from OPM-- man Vicki is fast!

-----Original Message-----

From: Engebretson, Lizabeth
Sent: Tuesday, August 08, 2017 12:25 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>
Cc: Jimenez, Elaine <Jimenez.Elaine@epa.gov>; Atkinson, Ryan <Atkinson.Ryan@epa.gov>; Bonner, Jerome <Bonner.Jerome@epa.gov>; Davis, Cathy <Davis.Cathy@epa.gov>; Mairose, Sue <Mairose.Sue@epa.gov>; Taylor, Jeremy <Taylor.Jeremy@epa.gov>
Subject: FW: VERA/VSIP

Debbi,

Hi. I just received this from our acting Regional 9 Administrator....will you be sending out info to RHRO/PMO and SSCs? Apparently, we have an OPM approval which may affect our notices for tomorrow...

Regards,
Liz

-----Original Message-----

From: Strauss, Alexis
Sent: Tuesday, August 08, 2017 9:22 AM
To: Lane, Vicki <Lane.Vicki@epa.gov>; Angelich, Michelle <Angelich.Michelle@epa.gov>; Jordan, Deborah <Jordan.Deborah@epa.gov>; Manzanilla, Enrique <Manzanilla.Enrique@epa.gov>; Lyons, John <Lyons.John@epa.gov>; Engebretson, Lizabeth <Engebretson.Lizabeth@epa.gov>
Cc: Quast, Sylvia <Quast.Sylvia@epa.gov>
Subject: VERA/VSIP

USOPM has approved flexibility within NPM caps as of today, which will allow for some waitlisted people to separate via V/v. Donna Vizian is hoping these individuals will be included in tomorrow 's letters.

Message

From: Torrez, Alfredo [Torrez.Alfredo@epa.gov]
Sent: 6/22/2017 2:07:10 PM
To: Hunt, Loretta [Hunt.Loretta@epa.gov]
CC: Stevens, Robert [Stevens.Robert@epa.gov]; Hart, Debbi [Hart.Debbi@epa.gov]
Subject: RE: V/V Question

Great – thanks for confirming our understanding.

Alfredo Torrez, Associate Director and
OW Program Management Official
Management and Operations Staff
Office of Water, Office of the Assistant Administrator
U.S. Environmental Protection Agency
Room 3311C WJC East (4101M)
Phone: (202) 564-6621 Mobile: (202) 573-1956
Fax: (202) 564-0500
Email: torrez.alfredo@epa.gov

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From: Hunt, Loretta
Sent: Thursday, June 22, 2017 10:05 AM
To: Torrez, Alfredo <Torrez.Alfredo@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>
Cc: Stevens, Robert <Stevens.Robert@epa.gov>
Subject: RE: V/V Question

Alfredo,

A person on detail still encumbers their position of record. If the *position of record* is a targeted position, they are eligible for VERA/VSIP.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

From: Torrez, Alfredo
Sent: Thursday, June 22, 2017 8:30 AM
To: Hart, Debbi <Hart.Debbi@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>
Cc: Stevens, Robert <Stevens.Robert@epa.gov>
Subject: V/V Question

Good morning,

Question for you regarding V/V. Does the V/V process affect an employee on detail? If so, how? We have at least one employee on detail who is interested in taking an early out/buyout. Are there any other considerations for employees temporarily out of their position of record?

Thanks,

Alfredo Torrez, Associate Director and
OW Program Management Official
Management and Operations Staff
Office of Water, Office of the Assistant Administrator
U.S. Environmental Protection Agency
Room 3311C WJC East (4101M)
Phone: (202) 564-6621 Mobile: (202) 573-1956
Fax: (202) 564-0500
Email: torrez.alfredo@epa.gov

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Message

From: Bonner, Jerome [Bonner.Jerome@epa.gov]
Sent: 7/5/2017 11:37:07 AM
To: Hart, Debbi [Hart.Debbi@epa.gov]
CC: Hunt, Loretta [Hunt.Loretta@epa.gov]; Taylor, Jeremy [Taylor.Jeremy@epa.gov]; Engebretson, Lizabeth [Engebretson.Lizabeth@epa.gov]; Bonner, Jerome [Bonner.Jerome@epa.gov]; Atkinson, Ryan [Atkinson.Ryan@epa.gov]
Subject: POC's for VERA/VSIP

Hi Debbi

Are we communicating any limitations on management officials sharing who has submitted VERA/VSIP applications? I informed a management official who would like to share the information (system notification) with other management officials that I would coordinate with OHR and the other SSCs to ensure consistency.

Thanks
JB

Jerome W. Bonner
Environmental Protection Agency
Office of Administration and Resources Management - Cincinnati
Director, Human Resources
Cincinnati Human Resources Shared Service Center
Tel: 513.569.7950
Mobile: Ex. 6 - Personal Privacy

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To: Hart, Debbi[Hart.Debbi@epa.gov]
Cc: Hunt, Loretta[Hunt.Loretta@epa.gov]; Parker, Gary[parker.gary@epa.gov]
From: Engebretson, Lizabeth
Sent: Wed 6/28/2017 3:29:29 PM
Subject: RE: Updated V/V Schedule
DraftSSC Schedule V-V June2017 rev .docx

Debbi,

I added the action item – please feel free to edit, as desired before sending out to the broader group before our meeting tomorrow.

Kind regards,

Liz

From: Hart, Debbi
Sent: Tuesday, June 27, 2017 2:48 PM
To: Engebretson, Lizabeth <Engebretson.Lizabeth@epa.gov>
Cc: Hunt, Loretta <Hunt.Loretta@epa.gov>; Parker, Gary <parker.gary@epa.gov>
Subject: RE: Updated V/V Schedule

Thank you! Can you take a stab at adding a shortened version of the action into the updated schedule? D

From: Engebretson, Lizabeth
Sent: Tuesday, June 27, 2017 4:21 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Cc: Coomber, Robert <coomber.robert@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>; Corbett, Krysti <Corbett.Krysti@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Taylor, Jeremy <Taylor.Jeremy@epa.gov>; Bonner, Jerome <Bonner.Jerome@epa.gov>
Subject: RE: Updated V/V Schedule

Debbi,

Thank you – the overall schedule looks workable.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

My two cents, which is hopefully of constructive help. Thanks for consideration of comment. If this is not the best place to note this requirement/activity of the Program/Regions, perhaps we can dialogue on the call this week (all together) on where/when we should provide the separation/SF-52 and VSIP FPPS action requirement information.

Regards,

Liz

From: Hart, Debbi

Sent: Tuesday, June 27, 2017 9:04 AM

To: Taylor, Jeremy <Taylor.Jeremy@epa.gov>; Bonner, Jerome <Bonner.Jerome@epa.gov>; Engebretson, Lizabeth <Engebretson.Lizabeth@epa.gov>

Cc: Coomber, Robert <coomber.robert@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>; Corbett, Krysti <Corbett.Krysti@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Gray, Linda <gray.linda@epa.gov>

Subject: RE: Updated V/V Schedule

FYI—this got stuck in my Outbox last Friday... Sorry for the delay. D

From: Hart, Debbi

Sent: Friday, June 23, 2017 6:03 PM

To: Taylor, Jeremy <Taylor.Jeremy@epa.gov>; Bonner, Jerome <Bonner.Jerome@epa.gov>;
Engebretson, Lizabeth <Engebretson.Lizabeth@epa.gov>
Cc: Coomber, Robert <coomber.robert@epa.gov>; Parker, Gary <parker.gary@epa.gov>;
Loretta Hunt <Hunt.Loretta@epa.gov>; Corbett, Krysti <Corbett.Krysti@epa.gov>; Carpenter,
Wesley <Carpenter.Wesley@epa.gov>; Gray, Linda <gray.linda@epa.gov>
Subject: Updated V/V Schedule

All-

Per our discussion yesterday, please see the attached. Bob and I are comfortable with our front end dates. Please let me know if you have edits or additions from the SSC perspective. Thanks in advance and as you can probably tell, this is truly a living document LOL! Have a great weekend! Debbi

Debbi Hart
Director

Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

To: Lane, Vicki[Lane.Vicki@epa.gov]; Fowler, Joshua[Fowler.Joshua@epa.gov]
Cc: Remmers, Janet[Remmers.Janet@epa.gov]
From: Hart, Debbi
Sent: Mon 7/3/2017 6:05:20 PM
Subject: FW: V/V Budget Tables update information-status

Hello Vicki and Josh—

Can you guys please give us a status update on your budget tables? Thanks in advance. Debbi

Debbi Hart
Director

Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Remmers, Janet
Sent: Monday, July 03, 2017 1:51 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Subject: RE: V/V Budget Tables update information-status

I have not heard anything from R8 and R9. I don't even know if anyone is in today.

It would be great if you could try to reach out to R8 and R9 HRO or PMO.

Thanks

Janet Remmers, Ph.D.

RPROS

Office of Budget/OCFO

Mail code: 2732A

office: 202-564-0548

aws: 301-593-7870

From: Remmers, Janet

Sent: Saturday, July 01, 2017 6:32 AM

To: 'Tim Fontaine' <Fontaine.Tim@epa.gov>; Standifer, Juanita <Standifer.Juanita@epa.gov>; Maher, Karen <Maher.Karen@epa.gov>; Soward, Ruth-Alene <Soward.Ruth-Alene@epa.gov>; McCluney, Lance <McCluney.Lance@epa.gov>; Janowiak, Susan <Janowiak.susan@epa.gov>; Eubanks, Kristy <Eubanks.Kristy@epa.gov>; Klinker, Wendy <Klinker.Wendy@epa.gov>; Greenwald, Beth <Greenwald.Beth@epa.gov>; Bielenberg, Ben <Bielenberg.Ben@epa.gov>; Wong, Melissa <wong.melissa@epa.gov>

Subject: FW: V/V Budget Tables update information-status

Ex. 5 - Deliberative Process

I know in some offices this exercise is being done by the HRO or PMO. They would need help from the budget community.

We would greatly appreciate your help in getting these completed by Monday, July 3rd.

I am finding that folks are making this too complicated. It should be fairly simple. Here are some suggestions:

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Please feel free to call me on 202-564-0548 if you have questions.

Janet Remmers, Ph.D.

RPROS

Office of Budget/OCFO

Mail code: 2732A

office: 202-564-0548

aws: 301-593-7870

From: Shanahan, Katherine

Sent: Friday, June 30, 2017 10:14 AM

To: Pastalove, Barbara <Pastalove.Barbara@epa.gov>; Rubel, Robert
<Rubel.Robert@epa.gov>; McManus, Catharine <mcmanus.catharine@epa.gov>;
Burrows, Eileen <BURROWS.EILEEN@EPA.GOV>; Schwartz, Barbara

<Schwartz.Barbara@epa.gov>; Sanders, Amy <Sanders.Amy@epa.gov>; Breneman, Sara <breneman.sara@epa.gov>; Marlinga, Richard <marlinga.richard@epa.gov>; Rodriguez, Ray <Rodriguez.Ray@epa.gov>; Hill, Troy <Hill.Troy@epa.gov>; Price, Patricia <price.patricia@epa.gov>; Fowler, Joshua <Fowler.Joshua@epa.gov>; Lane, Vicki <Lane.Vicki@epa.gov>; Barber, Anthony <Barber.Anthony@epa.gov>; OCFO-SBO <OCFOSBO@epa.gov>; OCFO-Regional-Comptroller <OCFORegionalComptroller@epa.gov>; OHR PMOs <OHR_PMOs@epa.gov>; Terris, Carol <Terris.Carol@epa.gov>; Remmers, Janet <Remmers.Janet@epa.gov>; Baden, Beth <Baden.Beth@epa.gov>; Klinker, Wendy <Klinker.Wendy@epa.gov>; Ajabi, Laurel <Ajabi.Laurel@epa.gov>

Cc: McDonald, James <McDonald.James@epa.gov>; Kenyon, Michael <Kenyon.Michael@epa.gov>

Subject: V/V Budget Tables update information

Good Morning Everyone

As Janet and Carol promised on yesterday's conference calls, please find attached the V/V Budget Tables update. In addition to the table template,

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

If you were unable to make the call and are unclear as to your next steps, please feel free to call me at 617-918-1619 and I will explain what was discussed during the call. If you have specific finance questions, Janet Remmers at 202-564-0548, is taking the lead for OCFO on the budget portion of the V/V submission.

Please Note: I went through every message that indicated yesterday's meeting invite had been forwarded. I typed in the names individually and while some added to the Address list, most did not. It appears that their names already appeared on either the Budget Officer Mail list or the Comptroller Mail list. Thus, if you do not see their individual name above, rest assured they were not missed!

Thank you

Kathie Shanahan

Human Resource Officer

EPA New England Region 1

617-918-1619

To: Hart, Debbi[Hart.Debbi@epa.gov]
Cc: Nishida, Jane[Nishida.Jane@epa.gov]; Cunningham, Dennis[Cunningham.Dennis@epa.gov]
From: Cherry, Katrina
Sent: Wed 6/7/2017 1:14:39 PM
Subject: FW: updated VERA/VSIP proposal
[VERA-VSIP summary proposal May 22 2017.docx](#)

Hi Debbi,

Sorry I didn't get this change to you yesterday, but here it is.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

5 - Deliberative Process

Thanks.

From: Cunningham, Dennis
Sent: Wednesday, June 07, 2017 9:09 AM
To: Cherry, Katrina <Cherry.Katrina@epa.gov>
Subject: updated VERA/VSIP proposal

Katrina,

Ex. 5 - Deliberative Process

Dennis

Dennis H. Cunningham, Deputy Director

Office of Management & International Services

Office of International & Tribal Affairs

U.S. Environmental Protection Agency

Cunningham.dennis@epa.gov

Phone: 202-564-6622

To: Hart, Debbi[Hart.Debbi@epa.gov]
Cc: Terris, Carol[Terris.Carol@epa.gov]; Hunt, Loretta[Hunt.Loretta@epa.gov]
From: Remmers, Janet
Sent: Fri 7/7/2017 9:12:54 PM
Subject: RE: EPA Final VERA/VSIP Request--updated information and responses
EPA Prog and Reg Business Cases Final 7-6-17 rev bud tables 7-7-17 v2.docx

I updated summary table on page 3

Janet Remmers, Ph.D.

RPROS

Office of Budget/OCFO

Mail code: 2732A

office: 202-564-0548

aws Ex. 6 - Personal Privacy

From: Hart, Debbi
Sent: Friday, July 07, 2017 5:06 PM
To: Remmers, Janet <Remmers.Janet@epa.gov>
Cc: Terris, Carol <Terris.Carol@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>
Subject: RE: EPA Final VERA/VSIP Request--updated information and responses
Importance: High

OK—Just confirming. So if I update p. 3 of the business case to reflect Ex. 5 - Deliberative Process
Costs I don't need to update anything else?

Debbi Hart
Director

Policy, Planning & Training Division

OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Remmers, Janet
Sent: Friday, July 07, 2017 5:02 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Cc: Terris, Carol <Terris.Carol@epa.gov>
Subject: RE: EPA Final VERA/VSIP Request--updated information and responses

Yes, OMB number for FY 2017 Costs is correct.

Ex. 5 - Deliberative Process

Sorry.

Ex. 5 - Deliberative Process

Janet Remmers, Ph.D.

RPROS

Office of Budget/OCFO

Mail code: 2732A

office: 202-564-0548

aws: **Ex. 6 - Personal Privacy**

From: Hart, Debbi
Sent: Friday, July 07, 2017 4:56 PM
To: Remmers, Janet <Remmers.Janet@epa.gov>
Cc: Terris, Carol <Terris.Carol@epa.gov>
Subject: FW: EPA Final VERA/VSIP Request--updated information and responses
Importance: High

Janet—Can you take a look?

From: Grossman, Andrea L. EOP/OMB [mailto:Andrea_L_Grossman@omb.eop.gov]
Sent: Friday, July 07, 2017 4:53 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Cc: Hickey, Mike J. EOP/OMB <Michael_Hickey@omb.eop.gov>
Subject: RE: EPA Final VERA/VSIP Request--updated information and responses

Debbi,

Ex. 5 - Deliberative Process

I'm working to talk my management through the changes you worked to incorporate and will keep you posted.

Andrea Grossman

Program Examiner, OMB Environment Branch

202-395-4756

From: Hart, Debbi [<mailto:Hart.Debbi@epa.gov>]

Sent: Friday, July 7, 2017 3:47 PM

To: Grossman, Andrea L. EOP/OMB <Andrea_L_Grossman@omb.eop.gov>; Coleman, Darrell E <Darrell.Coleman@opm.gov>; Thornton, Cathryn <Cathryn.Thornton@opm.gov>; Butler, Monica <Monica.Butler@opm.gov>; Snowden, Gregory A <Gregory.Snowden@opm.gov>; Mahoney, Michael J <Mike.Mahoney@opm.gov>

Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>; Hickey, Mike J. EOP/OMB <Michael_Hickey@omb.eop.gov>; Remmers, Janet <Remmers.Janet@epa.gov>; Terris, Carol <Terris.Carol@epa.gov>

Subject: RE: EPA Final VERA/VSIP Request--updated information and responses

Importance: High

Andrea-

Please see the updated business case/targeted positions template and our responses to your outstanding questions, all attached. We are standing by for questions. Thanks again. Debbi

Debbi Hart
Director

Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Grossman, Andrea L. EOP/OMB [mailto:Andrea_L_Grossman@omb.eop.gov]
Sent: Friday, July 07, 2017 12:19 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>; Snowden, Gregory A <Gregory.Snowden@opm.gov>; Mahoney, Michael J <Mike.Mahoney@opm.gov>; Coleman, Darrell E <Darrell.Coleman@opm.gov>; Thornton, Cathryn <Cathryn.Thornton@opm.gov>; Butler, Monica <Monica.Butler@opm.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>; Hickey, Mike J. EOP/OMB <Michael_Hickey@omb.eop.gov>
Subject: RE: EPA Final VERA/VSIP Request--email 3 of 3

Debbi,

Thank you for this response. I'm attaching an updated list of outstanding data/consistency issues.

Ex. 5 - Deliberative Process

I'm happy to chat through this if needed. I don't think this will take a long time to incorporate, as it should just be updating the math in the tables and ensuring everything is accounted for in the agency roll-up total (and it is likely easier to do centrally rather than farming it back out to all the offices).

Do you also have a written response you can provide for the other two non-data questions I sent over on 6/29?

Thank you,

Andrea Grossman

Program Examiner, OMB Environment Branch

202-395-4756

From: Hart, Debbi [<mailto:Hart.Debbi@epa.gov>]
Sent: Friday, July 7, 2017 8:57 AM
To: Snowden, Gregory A <Gregory.Snowden@opm.gov>; Mahoney, Michael J <Mike.Mahoney@opm.gov>; Coleman, Darrell E <Darrell.Coleman@opm.gov>; Thornton, Cathryn <Cathryn.Thornton@opm.gov>; Butler, Monica <Monica.Butler@opm.gov>; Mulligan, James S. EOP/OMB <James_S_Mulligan@omb.eop.gov>; Grossman, Andrea L. EOP/OMB <Andrea_L_Grossman@omb.eop.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>
Subject: EPA Final VERA/VSIP Request--email 3 of 3

EPA's final targeted positions chart. I will contact you to ensure receipt of all three pieces. Debbi

From: Hart, Debbi
Sent: Friday, July 07, 2017 8:54 AM
To: 'Snowden, Gregory A' <Gregory.Snowden@opm.gov>; 'Mahoney, Michael J' <Mike.Mahoney@opm.gov>; 'Coleman, Darrell E' <Darrell.Coleman@opm.gov>; 'Thornton, Cathryn' <Cathryn.Thornton@opm.gov>; 'Butler, Monica' <Monica.Butler@opm.gov>; 'Mulligan, James S. EOP/OMB' <James_S_Mulligan@omb.eop.gov>; 'Grossman, Andrea L. EOP/OMB' <Andrea_L_Grossman@omb.eop.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Loretta Hunt <Hunt.Loretta@epa.gov>
Subject: EPA Final VERA/VSIP Request--email 2 of 3

EPA's final business case (attached). DH

From: Hart, Debbi
Sent: Friday, July 07, 2017 8:52 AM
To: Snowden, Gregory A <Gregory.Snowden@opm.gov>; Mahoney, Michael J <Mike.Mahoney@opm.gov>; Coleman, Darrell E <Darrell.Coleman@opm.gov>; Thornton, Cathryn <Cathryn.Thornton@opm.gov>; Butler, Monica <Monica.Butler@opm.gov>; Mulligan, James S. EOP/OMB <James_S_Mulligan@omb.eop.gov>; 'Grossman, Andrea L. EOP/OMB' <Andrea_L_Grossman@omb.eop.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Loretta Hunt <Hunt.Loretta@epa.gov>
Subject: EPA Final VERA/VSIP Request--email 1 of 3
Importance: High

Greetings All-

Thank you for your assistance with this effort. As for our informal request, we are submitting our final package in three pieces. Attached is our signed VERA/VSIP template request. This will be followed by our final business case and targeted positions table. Please let us know if there are any questions. Thanks again-- Debbi

Debbi Hart
Director

Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

Message

From: Hart, Debbi [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=62AFB40F2BF1484D933F2CE207EB20E7-HART, DEBRA]
Sent: 7/7/2017 4:10:10 PM
To: Terris, Carol [Terris.Carol@epa.gov]
Subject: OMB questions on updated, final V/V submission--

Importance: High

Hey Carol-

Per my v-mail, OMB (Andrea G.) just notified me that she will be sending a few questions shortly. She said most everything looks the way she would expect it. If her questions pertain to the cost tables, is there a POC from your shop that could assist if needed today. We are trying to get our final approval ASAP. Thank you! Debbi

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

Message

From: Mahoney, Michael J [Mike.Mahoney@opm.gov]
Sent: 7/11/2017 8:55:36 PM
To: Hunt, Loretta [Hunt.Loretta@epa.gov]; Snowden, Gregory A [Gregory.Snowden@opm.gov]
CC: Hart, Debbi [Hart.Debbi@epa.gov]; Parker, Gary [parker.gary@epa.gov]
Subject: RE: Question about VERA/VSIP Repayment

Loretta,

I presume you mean the person returns as a volunteer, and not as an employee with Peace Corps/Vista?

Either way – this may require a legal read, which could take a while.

Have you run it by EPA attorneys? What was their take take?

-mike

From: Hunt, Loretta [mailto:Hunt.Loretta@epa.gov]
Sent: Monday, July 10, 2017 11:10 AM
To: Snowden, Gregory A; Mahoney, Michael J
Cc: Hart, Debbi; Parker, Gary
Subject: RE: Question about VERA/VSIP Repayment

Reminder. Thanks.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

From: Hunt, Loretta
Sent: Wednesday, July 05, 2017 5:07 PM
To: 'Snowden, Gregory A' <Gregory.Snowden@opm.gov>; 'Mahoney, Michael J' <Mike.Mahoney@opm.gov>
Cc: Hart, Debbi <Hart.Debbi@epa.gov>; Parker, Gary <parker.gary@epa.gov>
Subject: Question about VERA/VSIP Repayment

Gregory,

I received the following question:

If a former Peace Corps/VISTA volunteer separates under VSIP and returns to Peace Corps/VISTA service within less than five years of separating from EPA, are they required to pay back the VSIP to EPA?

I'm inclined to say yes because 5 CFR 576 states:

An executive branch employee who received a Voluntary Separation Incentive Payment as described in subpart A of this part *and accepts any employment for compensation with the Government of the United States* within 5 years after the date of the separation on which the payment is based must repay the entire amount of the

Voluntary Separation Incentive Payment to the agency that paid it before the individual's first day of reemployment.

While VISTA/Peace Corps volunteers aren't executive branch employees, VISTA/Peace Corps are Government organizations that pay stipends to volunteers.

Am I correct or incorrect? Thanks for any assistance you can provide.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

To: Loretta Hunt[Hunt.Loretta@epa.gov]
From: Hart, Debbi
Sent: Fri 6/30/2017 7:10:33 PM
Subject: FW: OITA's V/V Budget Tables update information
OITA v and v budget information tables after OMB Feedback 06 30 17.docx

From: Cherry, Katrina
Sent: Friday, June 30, 2017 3:00 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Cc: Cunningham, Dennis <Cunningham.Dennis@epa.gov>
Subject: FW: OITA's V/V Budget Tables update information

FYI. We submitted to OCFO too.

From: Weckesser, Mike
Sent: Friday, June 30, 2017 1:59 PM
To: Remmers, Janet <Remmers.Janet@epa.gov>; Terris, Carol <Terris.Carol@epa.gov>
Cc: Cherry, Katrina <Cherry.Katrina@epa.gov>; Cunningham, Dennis <Cunningham.Dennis@epa.gov>; Weckesser, Mike <Weckesser.Mike@epa.gov>
Subject: OITA's V/V Budget Tables update information

Bonjour,

Thanks for forwarding the Word table as well as yesterday's discussion; enlightening to many. Attached, pls find OITA's revised / updated V & V budget table. If you have any questions, I'll be in the office on Monday and working from home on Wed. Wishing everyone a safe and wonderful Holiday Weekend. Regards, Mike 202.564.0324

From: Remmers, Janet
Sent: Friday, June 30, 2017 8:38 AM
To: OCFO-SBO <OCFOSBO@epa.gov>; OCFO-Regional-Comptroller <OCFORegionalComptroller@epa.gov>
Subject: FW: V/V Budget Tables update information

From: Remmers, Janet
Sent: Friday, June 30, 2017 8:37 AM
To: Shanahan, Katherine <Shanahan.Katherine@epa.gov>
Cc: Terris, Carol <Terris.Carol@epa.gov>; Beth Baden (Baden.Beth@epa.gov)
<Baden.Beth@epa.gov>
Subject: RE: V/V Budget Tables update information

Kathie,

Attached is a revised version of the instructions.

Ex. 5 - Deliberative Process

Please provide this to the Budget, PMO and HRO communities that were on the conference call yesterday.

From: Remmers, Janet
Sent: Thursday, June 29, 2017 6:18 PM
To: Shanahan, Katherine <Shanahan.Katherine@epa.gov>
Cc: Terris, Carol <Terris.Carol@epa.gov>; Beth Baden (Baden.Beth@epa.gov)
<Baden.Beth@epa.gov>
Subject: V/V Budget Tables update information

Kathie,

Attached is the information for the V/V Budget Tables updates.

Thank you for getting this out to the Budget, PMO and HRO communities that were on the conference call today.

Janet Remmers, Ph.D.

office: 202-564-0548

aws

Ex. 6 - Personal Privacy

Message

From: Parker, Gary [parker.gary@epa.gov]
Sent: 6/5/2017 4:59:03 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]; Hart, Debbi [Hart.Debbi@epa.gov]
CC: Hunt, Loretta [Hunt.Loretta@epa.gov]
Subject: RE: V/V questions
Attachments: 20170605 VERA VSIP SES.SL.ST.xlsx

Donna,

Here is revised data on SES/SL/ST positions. R3 and OCSP came in late Friday with new submissions removing their numbers. OW, OLEM and AO details included.

R,
Gary

Mr. Gary Parker
Branch Chief, Workforce Planning
USEPA/OARM/OHR
(O) 202-564-7421
(M) Ex. 6 - Personal Privacy

From: Vizian, Donna
Sent: Monday, June 05, 2017 10:24 AM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Cc: Parker, Gary <parker.gary@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>
Subject: RE: V/V questions

thanks

From: Hart, Debbi
Sent: Monday, June 05, 2017 10:23 AM
To: Vizian, Donna <Vizian.Donna@epa.gov>
Cc: Parker, Gary <parker.gary@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>
Subject: Re: V/V questions

Gary will get back to you soon with more specifics on these targeted positions. FYI- Loretta's V/V team has reviewed 17 business cases and is working on the remaining 5.

Sent from my iPhone

On Jun 5, 2017, at 9:45 AM, Vizian, Donna <Vizian.Donna@epa.gov> wrote:

Hi, Ex. 5 - Deliberative Process
Ex. 5 - Deliberative Process thanks

To: Hart, Debbi[Hart.Debbi@epa.gov]
Cc: Hunt, Loretta[Hunt.Loretta@epa.gov]
From: Vaughan, Pat
Sent: Wed 6/7/2017 12:28:58 PM
Subject: RE: SES Change

No, **Ex. 5 - Deliberative Process** should be able to get you something later today.

Pat Vaughan

Director, Human Resources Division

ORD/Office of Administrative and Research Support

919-541-4912

919-406-4424 (cell)

<https://intranet.ord.epa.gov/oars/home>

From: Hart, Debbi
Sent: Wednesday, June 07, 2017 8:27 AM
To: Vaughan, Pat <Vaughan.Pat@epa.gov>
Cc: Hunt, Loretta <Hunt.Loretta@epa.gov>
Subject: RE: SES Change

Yes—I'm afraid so: **Ex. 5 - Deliberative Process**

Debbi Hart
Director

Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Vaughan, Pat
Sent: Wednesday, June 07, 2017 8:01 AM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Cc: Hunt, Loretta <Hunt.Loretta@epa.gov>
Subject: SES Change

Debbi,

Ex. 5 - Deliberative Process

Pat Vaughan

Director, Human Resources Division

ORD/Office of Administrative and Research Support

919-541-4912

919-406-4424 (cell)

<https://intranet.ord.epa.gov/oars/home>

To: Hart, Debbi[Hart.Debbi@epa.gov]
Cc: Terris, Carol[Terris.Carol@epa.gov]; Hunt, Loretta[Hunt.Loretta@epa.gov]
From: Remmers, Janet
Sent: Fri 7/7/2017 9:08:16 PM
Subject: RE: EPA Final VERA/VSIP Request--updated information and responses

That is the only change.

Janet Remmers, Ph.D.

RPROS

Office of Budget/OCFO

Mail code: 2732A

office: 202-564-0548

aws: 301-593-7870

From: Hart, Debbi
Sent: Friday, July 07, 2017 5:06 PM
To: Remmers, Janet <Remmers.Janet@epa.gov>
Cc: Terris, Carol <Terris.Carol@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>
Subject: RE: EPA Final VERA/VSIP Request--updated information and responses
Importance: High

OK—Just confirming.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Debbi Hart
Director

Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011

hart.debbi@epa.gov

From: Remmers, Janet
Sent: Friday, July 07, 2017 5:02 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Cc: Terris, Carol <Terris.Carol@epa.gov>
Subject: RE: EPA Final VERA/VSIP Request--updated information and responses

Yes, OMB number for FY 2017 Costs is correct.

Ex. 5 - Deliberative Process

Sorry.

Ex. 5 - Deliberative Process

Janet Remmers, Ph.D.

RPROS

Office of Budget/OCFO

Mail code: 2732A

office: 202-564-0548

aws: 301-593-7870

From: Hart, Debbi
Sent: Friday, July 07, 2017 4:56 PM
To: Remmers, Janet <Remmers.Janet@epa.gov>
Cc: Terris, Carol <Terris.Carol@epa.gov>
Subject: FW: EPA Final VERA/VSIP Request--updated information and responses
Importance: High

Janet—Can you take a look?

From: Grossman, Andrea L. EOP/OMB [mailto:Andrea_L_Grossman@omb.eop.gov]
Sent: Friday, July 07, 2017 4:53 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Cc: Hickey, Mike J. EOP/OMB <Michael_Hickey@omb.eop.gov>
Subject: RE: EPA Final VERA/VSIP Request--updated information and responses

Debbi,

Ex. 5 - Deliberative Process

I'm working to talk my management through the changes you worked to incorporate and will keep you posted.

Andrea Grossman

Program Examiner, OMB Environment Branch

202-395-4756

From: Hart, Debbi [<mailto:Hart.Debbi@epa.gov>]
Sent: Friday, July 7, 2017 3:47 PM
To: Grossman, Andrea L. EOP/OMB <Andrea_L_Grossman@omb.eop.gov>; Coleman, Darrell E <Darrell.Coleman@opm.gov>; Thornton, Cathryn <Cathryn.Thornton@opm.gov>; Butler, Monica <Monica.Butler@opm.gov>; Snowden, Gregory A <Gregory.Snowden@opm.gov>; Mahoney, Michael J <Mike.Mahoney@opm.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>; Hickey, Mike J. EOP/OMB <Michael_Hickey@omb.eop.gov>; Remmers, Janet <Remmers.Janet@epa.gov>; Terris, Carol <Terris.Carol@epa.gov>
Subject: RE: EPA Final VERA/VSIP Request--updated information and responses
Importance: High

Andrea-

Please see the updated business case/targeted positions template and our responses to your outstanding questions, all attached. We are standing by for questions. Thanks again. Debbi

Debbi Hart
Director

Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Grossman, Andrea L. EOP/OMB [mailto:Andrea_L_Grossman@omb.eop.gov]

Sent: Friday, July 07, 2017 12:19 PM

To: Hart, Debbi <Hart.Debbi@epa.gov>; Snowden, Gregory A <Gregory.Snowden@opm.gov>; Mahoney, Michael J <Mike.Mahoney@opm.gov>; Coleman, Darrell E <Darrell.Coleman@opm.gov>; Thornton, Cathryn <Cathryn.Thornton@opm.gov>; Butler, Monica <Monica.Butler@opm.gov>

Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>; Hickey, Mike J. EOP/OMB <Michael_Hickey@omb.eop.gov>

Subject: RE: EPA Final VERA/VSIP Request--email 3 of 3

Debbi,

Thank you for this response. I'm attaching an updated list of outstanding data/consistency issues.

I'm not sure all of the offices understood our question about accounting for payroll for all positions classified as "restructure". As you'll see, this issue represents the vast majority of our outstanding issues. Even if a position will be filled internally, those payroll costs need to be accounted for in Table B. Many of the "Table B"s in the business case account for savings for the max number of offers, but do not include any costs for positions listed as "restructure", which indicates that those positions are actually being eliminated. Please see attached for the complete list of places this occurs.

I'm happy to chat through this if needed. I don't think this will take a long time to incorporate, as it should just be updating the math in the tables and ensuring everything is accounted for in the agency roll-up total (and it is likely easier to do centrally rather than farming it back out to all the offices).

Do you also have a written response you can provide for the other two non-data questions I sent over on 6/29?

Thank you,

Andrea Grossman

Program Examiner, OMB Environment Branch

202-395-4756

From: Hart, Debbi [<mailto:Hart.Debbi@epa.gov>]

Sent: Friday, July 7, 2017 8:57 AM

To: Snowden, Gregory A <Gregory.Snowden@opm.gov>; Mahoney, Michael J <Mike.Mahoney@opm.gov>; Coleman, Darrell E <Darrell.Coleman@opm.gov>; Thornton, Cathryn <Cathryn.Thornton@opm.gov>; Butler, Monica <Monica.Butler@opm.gov>; Mulligan, James S. EOP/OMB <James_S_Mulligan@omb.eop.gov>; Grossman, Andrea L. EOP/OMB <Andrea_L_Grossman@omb.eop.gov>

Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>

Subject: EPA Final VERA/VSIP Request--email 3 of 3

EPA's final targeted positions chart. I will contact you to ensure receipt of all three pieces. Debbi

From: Hart, Debbi

Sent: Friday, July 07, 2017 8:54 AM

To: 'Snowden, Gregory A' <Gregory.Snowden@opm.gov>; 'Mahoney, Michael J' <Mike.Mahoney@opm.gov>; 'Coleman, Darrell E' <Darrell.Coleman@opm.gov>; 'Thornton, Cathryn' <Cathryn.Thornton@opm.gov>; 'Butler, Monica' <Monica.Butler@opm.gov>; 'Mulligan, James S. EOP/OMB' <James_S_Mulligan@omb.eop.gov>; 'Grossman, Andrea L. EOP/OMB' <Andrea_L_Grossman@omb.eop.gov>

Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Loretta Hunt <Hunt.Loretta@epa.gov>

Subject: EPA Final VERA/VSIP Request--email 2 of 3

EPA's final business case (attached). DH

From: Hart, Debbi

Sent: Friday, July 07, 2017 8:52 AM

To: Snowden, Gregory A <Gregory.Snowden@opm.gov>; Mahoney, Michael J <Mike.Mahoney@opm.gov>; Coleman, Darrell E <Darrell.Coleman@opm.gov>; Thornton, Cathryn <Cathryn.Thornton@opm.gov>; Butler, Monica <Monica.Butler@opm.gov>; Mulligan, James S. EOP/OMB <James_S_Mulligan@omb.eop.gov>; 'Grossman, Andrea L. EOP/OMB' <Andrea_L_Grossman@omb.eop.gov>

Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Loretta Hunt <Hunt.Loretta@epa.gov>

Subject: EPA Final VERA/VSIP Request--email 1 of 3

Importance: High

Greetings All-

Thank you for your assistance with this effort. As for our informal request, we are submitting our final package in three pieces. Attached is our signed VERA/VSIP template request. This will be followed by our final business case and targeted positions table. Please let us know if there are any questions. Thanks again-- Debbi

Debbi Hart
Director

Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

Message

From: Hunt, Loretta [Hunt.Loretta@epa.gov]
Sent: 7/14/2017 5:55:33 PM
To: Cunningham, Bisa [cunningham.bisa@epa.gov]
CC: Hart, Debbi [Hart.Debbi@epa.gov]
Subject: Re: RE: re: DV/SAS write up(draft)
Attachments: OPM VERA-VSIP Approval 7-10-17.pdf

Importance: High

Bisa, I admit my complete ignorance on most benefit related topics.

However, I've looked over OPM's V/V approval and it looks like the agency does have a pre-approved FEHB waiver.

Please review the attached document and confirm or refute my understanding.

Thanks.

From: Cunningham, Bisa
Sent: Friday, July 14, 2017 1:34 PM
To: Hunt, Loretta
Subject: RE: RE: re: DV/SAS write up(draft)

Yes, the newsletter. Are you going to respond to Jerome?

Bisa Cunningham
Director, Diversity, Recruitment, & Employee Services Division
Environmental Protection Agency
Office of Administration and Resources Management
Office of Human Resources, WJC North (Room 1402 Y/Z)
Office: 202-564-6635
Mobile: 202-875-2492
Email: Cunningham.Bisa@epa.gov

From: Hunt, Loretta
Sent: Friday, July 14, 2017 1:34 PM
To: Cunningham, Bisa <cunningham.bisa@epa.gov>
Subject: Re: RE: re: DV/SAS write up(draft)

For the newsletter? Yes, please handle.

I will send Ken Schreefer the admin update info.

Thanks.

From: Cunningham, Bisa
Sent: Friday, July 14, 2017 1:07:44 PM

To: Hunt, Loretta; Viney, Barbara; Ryans, Denise

Subject: RE: RE: re: DV/SAS write up(draft)

This looks good, I have not edits.

Loretta, did you need me to send over to Joanne or did you want to handle?

Bisa Cunningham
Director, Diversity, Recruitment, & Employee Services Division
Environmental Protection Agency
Office of Administration and Resources Management
Office of Human Resources, WJC North (Room 1402 Y/Z)
Office: 202-564-6635
Mobile: 202-875-2492
Email: Cunningham.Bisa@epa.gov

From: Hunt, Loretta

Sent: Thursday, July 13, 2017 7:21 PM

To: Cunningham, Bisa <cunningham.bisa@epa.gov>; Viney, Barbara <Viney.Barbara@epa.gov>; Ryans, Denise <Ryans.Denise@epa.gov>

Subject: RE: re: DV/SAS write up(draft)

I agree with Bisa, the write-up is too lengthy and needs to be shortened.

Recommended language as follows:

1. Newsletter

Domestic violence, sexual assault and stalking are serious problems that can affect individuals, families, and communities. The impact of such incidents of violence can spill over to the workplace. The U.S. Environmental Protection Agency is committed to promoting a safe and healthy work environment and ensuring the agency is responsive to domestic violence, sexual assault and stalking issues experienced by its workforce. To enhance workplace awareness and provide supportive resources for its workforce, the agency has recently issued a policy and developed a mandatory training module that must be completed by September 30, 2017. Employees can access the module through their eLearning account in Skillport.

For support or assistance about processes and procedures, contact the National Violence Prevention Coordinator, Barbara Viney. For questions about the agency's policy, contact Denise Ryans.

2. Administrative Update

Domestic Violence, Sexual Assault and Stalking Policy

- The policy addresses how the agency will handle domestic violence, sexual assault and stalking as it affects the workplace.
- The policy also provides support and assistance to employees whose working lives are affected by such violence.
- The agency has developed a mandatory training module. Employees can access the module through their eLearning account in Skillport. The training must be completed by September 30, 2017.
- For support or assistance about processes and procedures, contact the National Violence Prevention Coordinator, Barbara Viney. For questions about the agency's policy, contact Denise Ryans.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

To: Hart, Debbi[Hart.Debbi@epa.gov]; Parker, Gary[parker.gary@epa.gov]
Cc: Hunt, Loretta[Hunt.Loretta@epa.gov]
From: Kuhns, Jason
Sent: Thur 6/15/2017 3:39:12 PM
Subject: RE: VERA VSIP Roll Up by Appropriations

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Thanks,

Jason Kuhns

U.S. Environmental Protection Agency

Office of Human Resources

202-564-3236

kuhns.jason@epa.gov

From: Hart, Debbi
Sent: Thursday, June 15, 2017 11:32 AM
To: Kuhns, Jason <Kuhns.Jason@epa.gov>; Parker, Gary <parker.gary@epa.gov>
Cc: Hunt, Loretta <Hunt.Loretta@epa.gov>
Subject: FW: VERA VSIP Roll Up by Appropriations

I think this is what I sent to Carol Terris.

Ex. 5 - Deliberative Process

Debbi Hart
Director

Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Parker, Gary
Sent: Friday, June 09, 2017 12:46 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Cc: Kuhns, Jason <Kuhns.Jason@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>; Schulman, Marvin <Schulman.Marvin@epa.gov>; McNeal, Detha <McNeal.Detha@epa.gov>
Subject: VERA VSIP Roll Up by Appropriations

Debbi,

Attached please find our roll up numbers by appropriation and themes.

R,

Gary

Mr. Gary Parker

Branch Chief, Workforce Planning

USEPA/OARM/OHR

(O) 202-564-7421

(M) 202-253-7099

Message

From: Hart, Debbi [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=62AFB40F2BF1484D933F2CE207EB20E7-HART, DEBRA]
Sent: 6/30/2017 7:10:19 PM
To: Cherry, Katrina [Cherry.Katrina@epa.gov]
CC: Cunningham, Dennis [Cunningham.Dennis@epa.gov]
Subject: RE: OITA's V/V Budget Tables update information

Great—thanks vey much.

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Cherry, Katrina
Sent: Friday, June 30, 2017 3:00 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Cc: Cunningham, Dennis <Cunningham.Dennis@epa.gov>
Subject: FW: OITA's V/V Budget Tables update information

FYI. We submitted to OCFO too.

From: Weckesser, Mike
Sent: Friday, June 30, 2017 1:59 PM
To: Remmers, Janet <Remmers.Janet@epa.gov>; Terris, Carol <Terris.Carol@epa.gov>
Cc: Cherry, Katrina <Cherry.Katrina@epa.gov>; Cunningham, Dennis <Cunningham.Dennis@epa.gov>; Weckesser, Mike <Weckesser.Mike@epa.gov>
Subject: OITA's V/V Budget Tables update information

Bonjour,

Thanks for forwarding the Word table as well as yesterday's discussion; enlightening to many. Attached, pls find OITA's revised / updated V & V budget table. If you have any questions, I'll be in the office on Monday and working from home on Wed. Wishing everyone a safe and wonderful Holiday Weekend. Regards, Mike 202.564.0324

From: Remmers, Janet
Sent: Friday, June 30, 2017 8:38 AM
To: OCFO-SBO <OCFOSBO@epa.gov>; OCFO-Regional-Comptroller <OCFORegionalComptroller@epa.gov>
Subject: FW: V/V Budget Tables update information

From: Remmers, Janet
Sent: Friday, June 30, 2017 8:37 AM
To: Shanahan, Katherine <Shanahan.Katherine@epa.gov>
Cc: Terris, Carol <Terris.Carol@epa.gov>; Beth Baden (Baden.Beth@epa.gov) <Baden.Beth@epa.gov>
Subject: RE: V/V Budget Tables update information

Kathie,

Attached is a revised version of the instructions.

Ex. 5 - Deliberative Process

Please provide this to the Budget, PMO and HRO communities that were on the conference call yesterday.

From: Remmers, Janet

Sent: Thursday, June 29, 2017 6:18 PM

To: Shanahan, Katherine <Shanahan.Katherine@epa.gov>

Cc: Terris, Carol <Terris.Carol@epa.gov>; Beth Baden (Baden.Beth@epa.gov) <Baden.Beth@epa.gov>

Subject: V/V Budget Tables update information

Kathie,

Attached is the information for the V/V Budget Tables updates.

Thank you for getting this out to the Budget, PMO and HRO communities that were on the conference call today.

Janet Remmers, Ph.D.

office: 202-564-0548

aws: 301-593-7870

To: Barber, Anthony[Barber.Anthony@epa.gov]
Cc: Hart, Debbie[Hart.Debbi@epa.gov]; Lindsay, Nancy[Lindsay.Nancy@epa.gov]; Dalrymple, Anne[Dalrymple.Anne@epa.gov]; Kuhns, Jason[Kuhns.Jason@epa.gov]
From: Hunt, Loretta
Sent: Mon 6/19/2017 1:34:11 PM
Subject: Re: VERA/VSIP URGENT!!

Thanks.

Loretta L. Hunt, Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
(202) 564-6963
hunt.loretta@epa.gov

On Jun 16, 2017, at 8:44 PM, Barber, Anthony <Barber.Anthony@epa.gov> wrote:

All,

I did what I think is a thorough review and the corrected targeted positions sheet I sent earlier today (also attached here) does indeed appear accurate. I promised I would review this and ensure it was accurate by first thing Monday morning, and I have done so.

Ex. 5 - Deliberative Process

Sorry for not doing a better job in both ensuring we had the best working definition and for the error on the numbers.

Have a good weekend!

Anthony L. Barber, PE
Acting Human Capital Officer and Manager, HRF Unit

Director, Oregon Operations Office

US EPA Region 10
805 SW Broadway, Suite 500
Portland, OR 97205

503-326-6890 (phone)
503-326-3399 (fax)
barber.anthony@epa.gov

From: Hart, Debbi
Sent: Friday, June 16, 2017 2:40 PM
To: Lindsay, Nancy <Lindsay.Nancy@epa.gov>; Dalrymple, Anne <Dalrymple.Anne@epa.gov>
Cc: Barber, Anthony <Barber.Anthony@epa.gov>
Subject: RE: VERA/VSIP URGENT!!

FYI—we were able to reach Tony and are getting updated info.

From: Hart, Debbi
Sent: Friday, June 16, 2017 5:10 PM
To: Lindsay, Nancy <Lindsay.Nancy@epa.gov>; Dalrymple, Anne <Dalrymple.Anne@epa.gov>
Cc: Loretta Hunt <Hunt.Loretta@epa.gov>; McNeal, Detha <McNeal.Detha@epa.gov>
Subject: FW: VERA/VSIP URGENT!!
Importance: High

Per v-mail, need your assistance with the discrepancy in your V/V business case (see below). Thanks in advance. Debbi

From: McNeal, Detha
Sent: Friday, June 16, 2017 5:00 PM
To: Harmon, Russell <Harmon.Russell@epa.gov>
Cc: Barber, Anthony <Barber.Anthony@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>
Subject: FW: VERA/VSIP

Hi Russell,

I'm not sure if Anthony is available, perhaps you can help with the issue below.

From: McNeal, Detha
Sent: Friday, June 16, 2017 4:52 PM
To: Barber, Anthony <Barber.Anthony@epa.gov>
Subject: VERA/VSIP

Good afternoon Anthony,

I'm hoping that you're available to clarify something with R10's business case.

Ex. 5 - Deliberative Process

Detha McNeal

Human Resources Specialist

Policy and Accountability Branch

Policy, Planning and Training Division

Office of Human Resources

U.S. EPA

(202) 564-6707

<Corrected Region 10 targeted positions.xlsx>

To: Vaughan, Pat[Vaughan.Pat@epa.gov]
From: Hart, Debbi
Sent: Fri 7/7/2017 3:58:54 PM
Subject: RE: V/V Communication Templates

Hey Pat-- As discussed, feel free to modify Attachment A so that your message to employees is as clear as possible. Hitch Peabody is the ERD POC. Thanks. Debbi

From: Vaughan, Pat
Sent: Friday, July 07, 2017 9:24 AM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Subject: FW: V/V Communication Templates
Importance: High

[I hate it when people use colored backgrounds on their emails ☺.] Anyway.....since I now have to send this template to 475 people (our full targeted pool), I'm going to confuse the heck out of them when they see an attachment (B) saying they only have to be here for 3 years to be considered eligible for a VSIP. Is there a place we can indicate that we are only offering the VSIP to employees fully eligible to retire or eligible for a VERA? Can that wording be added to the template? Attaching that very complicated chart we provided OPM just makes things even more confusing.

Also...I have to have a separate letter for the ST/SLs, but have no clue who the POC is in the ERD to refer them to. Who should I ask?

Pat Vaughan

Director, Human Resources Division

ORD/Office of Administrative and Research Support

919-541-4912

919-406-4424 (cell)

<https://intranet.ord.epa.gov/oars/home>

From: Hunt, Loretta

Sent: Thursday, July 06, 2017 7:03 PM

To: RHRO <RHRO@epa.gov>; OHR PMOs <OHR_PMOs@epa.gov>

Cc: Hart, Debbi <Hart.Debbi@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Coomber, Robert <coomber.robert@epa.gov>; Peabody, Hitch <Peabody.Hitch@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>

Subject: V/V Communication Templates

Importance: High

HR Community,

Here are the templates we promised on today's HR Community Call.

Please keep in mind the following:

- The agency must have approval from OPM before notices can be sent. Stay tuned.
- The general notification goes to all employees in your program or region.
- The "targeted position" notice and attachments will only be sent to employees in your program/region's targeted positions pool.
- For organizations that targeted SL/ST positions, the Executive Resources Division is the servicing HR Office, not the SSC.

If you have any questions or concerns about the template, please contact Debbi Hart at (202) 564-2011 or hart.debbi@epa.gov.

Thanks.

Loretta L. Hunt

Branch Chief

Policy and Accountability Branch

Policy, Planning and Training Division

Office of Human Resources

U.S. EPA

Phone: (202) 564-6963

Email: hunt.loretta@epa.gov

To: Kuhns, Jason[kuhns.jason@epa.gov]; Parker, Gary[parker.gary@epa.gov]
Cc: Loretta Hunt[Hunt.Loretta@epa.gov]
From: Hart, Debbi
Sent: Thur 6/15/2017 3:32:12 PM
Subject: FW: VERA VSIP Roll Up by Appropriations
20170609 VERA VSIP For Agency.xlsx

I think this is what I sent to Carol Terris **Ex. 5 - Deliberative Process**

Debbi Hart
Director

Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Parker, Gary
Sent: Friday, June 09, 2017 12:46 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Cc: Kuhns, Jason <Kuhns.Jason@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>; Schulman, Marvin <Schulman.Marvin@epa.gov>; McNeal, Detha <McNeal.Detha@epa.gov>
Subject: VERA VSIP Roll Up by Appropriations

Debbi,

Attached please find our roll up numbers by appropriation and themes.

R,

Gary

Mr. Gary Parker

Branch Chief, Workforce Planning

USEPA/OARM/OHR

(O) 202-564-7421

(M) 202-253-7099

To: Hart, Debbi[Hart.Debbi@epa.gov]
From: Mahoney, Michael J
Sent: Thur 7/6/2017 5:10:03 PM
Subject: RE: Checking in on EPA's restructured positions--

I know

From: Hart, Debbi [mailto:Hart.Debbi@epa.gov]
Sent: Thursday, July 06, 2017 1:09 PM
To: Mahoney, Michael J
Subject: RE: Checking in on EPA's restructured positions--
Importance: High

Thanks—Loretta hasn't heard from him yet. I guess we will stay tuned? We really need a decision one way or the other. Debbi

From: Mahoney, Michael J [mailto:Mike.Mahoney@opm.gov]
Sent: Thursday, July 06, 2017 1:05 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Subject: RE: Checking in on EPA's restructured positions--

Gregory is reaching out to Loretta for a clarification...I'm waiting to hear back from him

From: Hart, Debbi [mailto:Hart.Debbi@epa.gov]
Sent: Thursday, July 06, 2017 12:51 PM
To: Mahoney, Michael J
Subject: FW: Checking in on EPA's restructured positions--
Importance: High

Hey Mike—I'm checking in again. Just wondering where you guys are in your process. We have a 1:30 meeting with our HR community and would like to give them a status. Sorry to be the nag... Debbi

From: Mahoney, Michael J [<mailto:Mike.Mahoney@opm.gov>]
Sent: Wednesday, July 05, 2017 3:19 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Subject: RE: Checking in on EPA's restructured positions--

I think you'll be okay...

My folks are out today but we'll regroup and I'll reach out to you tomorrow

From: Hart, Debbi [<mailto:Hart.Debbi@epa.gov>]
Sent: Wednesday, July 05, 2017 1:38 PM
To: Mahoney, Michael J
Subject: Checking in on EPA's restructured positions--
Importance: High

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process I'm available for a discussion whenever it's convenient for you. Thanks in advance. Debbi

Debbi Hart
Director

Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Hart, Debbi
Sent: Wednesday, July 05, 2017 10:09 AM
To: 'Mahoney, Michael J' <Mike.Mahoney@opm.gov>
Subject: FW: EPA Draft VERA/VSIP Request Email 2 of 3 - OPM's Responses to Draft Targeted Positions In 22 Offices-- 6-29-2017

Importance: High

Hey Mike-

Please see the info and chart below. The chart shows the themes the agency developed and the narrative preceding it describes how the positions would be restructured.

Ex. 5 - Deliberative Process

Does this help? Debbi

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

From: Hart, Debbi

Sent: Monday, July 03, 2017 9:37 AM

To: Mahoney, Michael J <Mike.Mahoney@opm.gov>

Subject: Re: EPA Draft VERA/VSIP Request Email 2 of 3 - OPM's Responses to Draft Targeted Positions In 22 Offices-- 6-29-2017

Thanks Mike - I've been pondering too! I'm checking back on what we have collected from each office and some preliminary theme estimates we have. Will let you know what I find. Also

Ex. 5 - Deliberative Process

Sent from my iPhone

On Jun 30, 2017, at 11:05 PM, Mahoney, Michael J <Mike.Mahoney@opm.gov> wrote:

Hey Debbi,

I've been pondering this dilemma all evening after we talked.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

-mike

Sent from my iPad

On Jun 30, 2017, at 4:17 PM, "Hart, Debbi" <Hart.Debbi@epa.gov> wrote:

Thanks. Can we please talk?

Debbi Hart
Director

Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Mahoney, Michael J [<mailto:Mike.Mahoney@opm.gov>]
Sent: Friday, June 30, 2017 3:15 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Subject: RE: EPA Draft VERA/VSIP Request Email 2 of 3 - OPM's Responses to Draft Targeted Positions In 22 Offices-- 6-29-2017

Hi Debbie,

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Hope this helps (can talk if need be, let me know)

-mike

From: Hart, Debbi [<mailto:Hart.Debbi@epa.gov>]

Sent: Friday, June 30, 2017 3:05 PM

To: Mahoney, Michael J

Subject: FW: EPA Draft VERA/VSIP Request Email 2 of 3 - OPM's Responses to Draft Targeted Positions In 22 Offices-- 6-29-2017

Importance: High

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Debbi Hart
Director

Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Snowden, Gregory A [<mailto:Gregory.Snowden@opm.gov>]
Sent: Friday, June 30, 2017 2:48 PM
To: Hunt, Loretta <Hunt.Loretta@epa.gov>
Cc: Hart, Debbi <Hart.Debbi@epa.gov>; Mahoney, Michael J <Mike.Mahoney@opm.gov>
Subject: RE: EPA Draft VERA/VSIP Request Email 2 of 3 - OPM's Responses to Draft Targeted Positions In 22 Offices-- 6-29-2017

Good afternoon Loretta,

Unfortunately, your examples are too broad under the VSIP law at 5 U.S.C. 3522.

VERA and VSIP are position-based authorities. OPM needs to see the positions that are surplus as a result of the workforce restructuring plans. Under the law, excess positions can either be 'eliminated' or 'restructured' under the VSIP plan. Surplus positions that are targeted to be eliminated cannot be refilled once a VSIP is paid and the position becomes vacant.

Only surplus positions that are targeted to be 'restructured' can be refilled, such as a change in title, series, grade level, FPL or newly restructured skills sets. For example, Systems Accountant, GS-510-14, restructured to a Systems Accountant, GS-510-9/13, FPL; or Systems Accountant, GS-510-14, restructured to a Program Analyst, GS-301-14.

For each position targeted to be restructured under the VSIP plan, EPA only needs to indicate the new title, series, grade, FPL or a few examples of the new skills sets required for the restructured position.

For your information, OPM received numerous inquiries from EPA OIG regarding the previously approved VERA/VSIP. The majority of the inquiries dealt with how EPA's Offices carried out the restructuring goals under the approved VERA/VSIP authorities.

Please provide only the newly restructured title, series, grade, FPL or a few examples of the new skills sets for the targeted positions to be restructured under the VSIP plan.

Thank you for your assistance in this request.

Gregory Snowden

OPM

From: Hunt, Loretta [<mailto:Hunt.Loretta@epa.gov>]
Sent: Thursday, June 29, 2017 9:14 PM
To: Snowden, Gregory A; Mahoney, Michael J
Cc: Hart, Debbi
Subject: RE: EPA Draft VERA/VSIP Request Email 2 of 3 - OPM's Responses to Draft Targeted Positions In 22 Offices-- 6-29-2017
Importance: High

Greg/Mike,

Based on our discussion, it seems like OPM isn't expecting a long-drawn out explanation re: how EPA plans to restructure positions. Would it be okay to provide an agency-level description of restructuring rather than amending each region/program's section?

For example:

For all positions covered by EPA's request, if a position is vacated under VERA/VSIP the organization must restructure the position as follows before refilling the position:

- *Change from supervisory to non-supervisory.*
- *Decrease the grade and/or full performance level (i.e., at least one grade level lower than the current position).*
- *Change the series of the position.*
- *Significantly change the duties of the position if the series and grade are to remain the same (i.e., the incumbent who vacated could not be expected to learn how to perform these new duties within a reasonable amount of time. The servicing Human Resources Shared Service Center will determine if the change in duties are significant.*

This is the actual criteria the agency uses when tracking post-VERA/VSIP hires to ensure programs and regions are adhering to the plans they put forth to reshape their workforce.

I will provide responses to the other comments from Greg and the Team but this seemed like an easy (I hope) fix. Let me know what you think. Thanks.

Loretta L. Hunt

Branch Chief

Policy and Accountability Branch

Policy, Planning and Training Division

Office of Human Resources

U.S. EPA

Phone: (202) 564-6963

Email: hunt.loretta@epa.gov

From: Snowden, Gregory A [<mailto:Gregory.Snowden@opm.gov>]
Sent: Thursday, June 29, 2017 1:46 PM
To: Hunt, Loretta <Hunt.Loretta@epa.gov>
Cc: Coleman, Darrell E <Darrell.Coleman@opm.gov>; Butler, Monica <Monica.Butler@opm.gov>; Hart, Debbi <Hart.Debbi@epa.gov>
Subject: EPA Draft VERA/VSIP Request Email 2 of 3 - OPM's Responses to Draft Targeted Positions In 22 Offices-- 6-29-2017

Good afternoon Loretta,

Attached please find OPM's comments/responses to EPA's Draft Targeted Positions under the VSIP plan for 22 offices. Thank you.

Gregory Snowden

OPM

From: Hunt, Loretta [<mailto:Hunt.Loretta@epa.gov>]
Sent: Friday, June 16, 2017 7:13 PM
To: Snowden, Gregory A; Mahoney, Michael J; Coleman, Darrell E; Thornton, Cathryn; Butler, Monica; Mulligan, James S. EOP/OMB
Cc: Vizian, Donna; Showman, John; Gray, Linda; Carpenter, Wesley; Hart, Debbi; Parker, Gary
Subject: Re: EPA Draft VERA/VSIP Request Email 2 of 3

EPA's targeted position spreadsheet.

From: Hunt, Loretta
Sent: Friday, June 16, 2017 6:55 PM
To: Snowden, Gregory A; Mahoney, Michael J; Coleman, Darrell E; Thornton, Cathryn; Butler, Monica; Mulligan, James S. EOP/OMB

Cc: Vizian, Donna; Showman, John; Gray, Linda; Carpenter, Wesley; Hart, Debbi; Parker, Gary

Subject: EPA Draft VERA/VSIP Request Email 1 of 3

The U.S. Environmental Protection Agency is submitting a draft VERA/VSIP request to OPM and OMB for review and comment. The agency is submitting one overall request but specific details are included for each program and regional office since the needs of each organization varies. The agency is submitting the following documentation:

1. EPA's VSIP Request (.pdf)
2. EPA's VERA Request (.pdf)
3. Business cases (all contained in one Word file; the Table of Contents provides direct links to each of our 22 business cases)
4. Targeted positions spreadsheets for each office (Excel file)
5. Organization charts (one .pdf file)
6. Agency level analysis/summary slides (PowerPoint)

We will send three emails containing the agency's draft request and supporting documentation.

Should you have any questions or concerns about EPA's request, you may contact me at hunt.loretta@epa.gov; (202)564-6963 or Debbi Hart at hart.debbi@epa.gov; (202) 564-2011.

Thank you in advance for your assistance with EPA's workforce reshaping efforts.

To: Hart, Debbi[Hart.Debbi@epa.gov]
Cc: Cunningham, Dennis[Cunningham.Dennis@epa.gov]
From: Cherry, Katrina
Sent: Fri 6/30/2017 6:59:59 PM
Subject: FW: OITA's V/V Budget Tables update information
OITA v and v budget information tables after OMB Feedback 06 30 17.docx

FYI. We submitted to OCFO too.

From: Weckesser, Mike
Sent: Friday, June 30, 2017 1:59 PM
To: Remmers, Janet <Remmers.Janet@epa.gov>; Terris, Carol <Terris.Carol@epa.gov>
Cc: Cherry, Katrina <Cherry.Katrina@epa.gov>; Cunningham, Dennis <Cunningham.Dennis@epa.gov>; Weckesser, Mike <Weckesser.Mike@epa.gov>
Subject: OITA's V/V Budget Tables update information

Bonjour,

Thanks for forwarding the Word table as well as yesterday's discussion; enlightening to many. Attached, pls find OITA's revised / updated V & V budget table. If you have any questions, I'll be in the office on Monday and working from home on Wed. Wishing everyone a safe and wonderful Holiday Weekend. Regards, Mike 202.564.0324

From: Remmers, Janet
Sent: Friday, June 30, 2017 8:38 AM
To: OCFO-SBO <OCFOSBO@epa.gov>; OCFO-Regional-Comptroller <OCFORegionalComptroller@epa.gov>
Subject: FW: V/V Budget Tables update information

From: Remmers, Janet
Sent: Friday, June 30, 2017 8:37 AM
To: Shanahan, Katherine <Shanahan.Katherine@epa.gov>
Cc: Terris, Carol <Terris.Carol@epa.gov>; Beth Baden (Baden.Beth@epa.gov) <Baden.Beth@epa.gov>
Subject: RE: V/V Budget Tables update information

Kathie,

Attached is a revised version of the instructions.

Ex. 5 - Deliberative Process

Please provide this to the Budget, PMO and HRO communities that were on the conference call yesterday.

From: Remmers, Janet
Sent: Thursday, June 29, 2017 6:18 PM
To: Shanahan, Katherine <Shanahan.Katherine@epa.gov>
Cc: Terris, Carol <Terris.Carol@epa.gov>; Beth Baden (Baden.Beth@epa.gov)
<Baden.Beth@epa.gov>
Subject: V/V Budget Tables update information

Kathie,

Attached is the information for the V/V Budget Tables updates.

Thank you for getting this out to the Budget, PMO and HRO communities that were on the conference call today.

Janet Remmers, Ph.D.

office: 202-564-0548

aws: 301-593-7870

To: Hart, Debbie[Hart.Debbi@epa.gov]
Cc: Hunt, Loretta[Hunt.Loretta@epa.gov]
From: Vaughan, Pat
Sent: Wed 6/7/2017 12:00:36 PM
Subject: SES Change

Debbi,

Ex. 5 - Deliberative Process

Pat Vaughan

Director, Human Resources Division

ORD/Office of Administrative and Research Support

919-541-4912

919-406-4424 (cell)

<https://intranet.ord.epa.gov/oars/home>

Message

From: Hart, Debbi [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=62AFB40F2BF1484D933F2CE207EB20E7-HART, DEBRA]
Sent: 7/7/2017 8:55:42 PM
To: Remmers, Janet [Remmers.Janet@epa.gov]
CC: Terris, Carol [Terris.Carol@epa.gov]
Subject: FW: EPA Final VERA/VSIP Request--updated information and responses
Attachments: VERA VSIP costsbenefits.xlsx

Importance: High

Janet—Can you take a look?

From: Grossman, Andrea L. EOP/OMB [mailto:Andrea_L_Grossman@omb.eop.gov]
Sent: Friday, July 07, 2017 4:53 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Cc: Hickey, Mike J. EOP/OMB <Michael_Hickey@omb.eop.gov>
Subject: RE: EPA Final VERA/VSIP Request--updated information and responses

Debbi,

Ex. 5 - Deliberative Process

I'm working to talk my management through the changes you worked to incorporate and will keep you posted.

Andrea Grossman
Program Examiner, OMB Environment Branch
202-395-4756

From: Hart, Debbi [mailto:Hart.Debbi@epa.gov]
Sent: Friday, July 7, 2017 3:47 PM
To: Grossman, Andrea L. EOP/OMB <Andrea_L_Grossman@omb.eop.gov>; Coleman, Darrell E <Darrell.Coleman@opm.gov>; Thornton, Cathryn <Cathryn.Thornton@opm.gov>; Butler, Monica <Monica.Butler@opm.gov>; Snowden, Gregory A <Gregory.Snowden@opm.gov>; Mahoney, Michael J <Mike.Mahoney@opm.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>; Hickey, Mike J. EOP/OMB <Michael_Hickey@omb.eop.gov>; Remmers, Janet <Remmers.Janet@epa.gov>; Terris, Carol <Terris.Carol@epa.gov>
Subject: RE: EPA Final VERA/VSIP Request--updated information and responses
Importance: High

Andrea-

Please see the updated business case/targeted positions template and our responses to your outstanding questions, all attached. We are standing by for questions. Thanks again. Debbi

Debbi Hart
Director

Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Grossman, Andrea L. **Ex. 6 - Personal Privacy**
Sent: Friday, July 07, 2017 12:19 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>; Snowden, Gregory A <Gregory.Snowden@opm.gov>; Mahoney, Michael J <Mike.Mahoney@opm.gov>; Coleman, Darrell E <Darrell.Coleman@opm.gov>; Thornton, Cathryn <Cathryn.Thornton@opm.gov>; Butler, Monica <Monica.Butler@opm.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>; Hickey, Mike J. EOP/OMB <Michael.Hickey@omb.eop.gov>
Subject: RE: EPA Final VERA/VSIP Request--email 3 of 3

Debbi,

Thank you for this response. I'm attaching an updated list of outstanding data/consistency issues.

I'm not sure all of the offices understood our question about accounting for payroll for all positions classified as "restructure". As you'll see, this issue represents the vast majority of our outstanding issues. Even if a position will be filled internally, those payroll costs need to be accounted for in Table B. Many of the "Table B"s in the business case account for savings for the max number of offers, but do not include any costs for positions listed as "restructure", which indicates that those positions are actually being eliminated. Please see attached for the complete list of places this occurs.

I'm happy to chat through this if needed. I don't think this will take a long time to incorporate, as it should just be updating the math in the tables and ensuring everything is accounted for in the agency roll-up total (and it is likely easier to do centrally rather than farming it back out to all the offices).

Do you also have a written response you can provide for the other two non-data questions I sent over on 6/29?

Thank you,

Andrea Grossman
Program Examiner, OMB Environment Branch
202-395-4756

From: Hart, Debbi [<mailto:Hart.Debbi@epa.gov>]
Sent: Friday, July 7, 2017 8:57 AM
To: Snowden, Gregory A <Gregory.Snowden@opm.gov>; Mahoney, Michael J <Mike.Mahoney@opm.gov>; Coleman, Darrell E <Darrell.Coleman@opm.gov>; Thornton, Cathryn <Cathryn.Thornton@opm.gov>; Butler, Monica <Monica.Butler@opm.gov>; Mulligan, James S. **Ex. 6 - Personal Privacy** Grossman, Andrea L.
Ex. 6 - Personal Privacy
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>
Subject: EPA Final VERA/VSIP Request--email 3 of 3

EPA's final targeted positions chart. I will contact you to ensure receipt of all three pieces. Debbi

From: Hart, Debbi

Sent: Friday, July 07, 2017 8:54 AM

To: 'Snowden, Gregory A' <Gregory.Snowden@opm.gov>; 'Mahoney, Michael J' <Mike.Mahoney@opm.gov>; 'Coleman, Darrell E' <Darrell.Coleman@opm.gov>; 'Thornton, Cathryn' <Cathryn.Thornton@opm.gov>; 'Butler, Monica' <Monica.Butler@opm.gov>; 'Mulligan, James' <[REDACTED]> **Ex. 6 - Personal Privacy** 'Grossman, Andrea L.

Ex. 6 - Personal Privacy

Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Loretta Hunt <Hunt.Loretta@epa.gov>

Subject: EPA Final VERA/VSIP Request--email 2 of 3

EPA's final business case (attached). DH

From: Hart, Debbi

Sent: Friday, July 07, 2017 8:52 AM

To: Snowden, Gregory A <Gregory.Snowden@opm.gov>; Mahoney, Michael J <Mike.Mahoney@opm.gov>; Coleman, Darrell E <Darrell.Coleman@opm.gov>; Thornton, Cathryn <Cathryn.Thornton@opm.gov>; Butler, Monica <Monica.Butler@opm.gov>; Mulligan, James S. <[REDACTED]> **Ex. 6 - Personal Privacy** 'Grossman, Andrea L.

Ex. 6 - Personal Privacy

Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Loretta Hunt <Hunt.Loretta@epa.gov>

Subject: EPA Final VERA/VSIP Request--email 1 of 3

Importance: High

Greetings All-

Thank you for your assistance with this effort. As for our informal request, we are submitting our final package in three pieces. Attached is our signed VERA/VSIP template request. This will be followed by our final business case and targeted positions table. Please let us know if there are any questions. Thanks again-- Debbi

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

To: Brincks, Mike[brincks.mike@epa.gov]
Cc: Krehbiel, Ben[Krehbiel.Ben@epa.gov]; Mairose, Sue[Mairose.Sue@epa.gov]; Price, Patricia[price.patricia@epa.gov]; Flournoy, Luetta[Flournoy.Luetta@epa.gov]; Hunt, Loretta[Hunt.Loretta@epa.gov]; Coomber, Robert[coomber.robert@epa.gov]
From: Hart, Debbi
Sent: Tue 7/11/2017 7:51:17 PM
Subject: RE: Need your help - VERA/VSIP Notices - question

Yes, that's correct. DH

From: Brincks, Mike
Sent: Tuesday, July 11, 2017 3:44 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Cc: Krehbiel, Ben <Krehbiel.Ben@epa.gov>; Mairose, Sue <Mairose.Sue@epa.gov>; Price, Patricia <price.patricia@epa.gov>; Flournoy, Luetta <Flournoy.Luetta@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>; Coomber, Robert <coomber.robert@epa.gov>
Subject: Re: Need your help - VERA/VSIP Notices - question

Debbi - thank you.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Is that correct?

Thanks,

Mike

On Jul 11, 2017, at 2:40 PM, Hart, Debbi <Hart.Debbi@epa.gov> wrote:

Ben—

Ex. 5 - Deliberative Process

Debbi Hart
Director

Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Hart, Debbi
Sent: Tuesday, July 11, 2017 11:01 AM
To: Krehbiel, Ben <Krehbiel.Ben@epa.gov>
Cc: Brincks, Mike <brincks.mike@epa.gov>; Mairose, Sue <Mairose.Sue@epa.gov>;
Price, Patricia <price.patricia@epa.gov>; Flournoy, Luetta <Flournoy.Luetta@epa.gov>;
Hunt, Loretta <Hunt.Loretta@epa.gov>
Subject: RE: Need your help - VERA/VSIP Notices - question

Ben-

Got it—thanks. As mentioned, we will need to coordinate this with OPM. I'll contact you as soon as I connect with them. Debbi

From: Krehbiel, Ben
Sent: Tuesday, July 11, 2017 10:44 AM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Cc: Brincks, Mike <brincks.mike@epa.gov>; Mairose, Sue <Mairose.Sue@epa.gov>;
Price, Patricia <price.patricia@epa.gov>; Flournoy, Luetta <Flournoy.Luetta@epa.gov>;
Hunt, Loretta <Hunt.Loretta@epa.gov>
Subject: Re: Need your help - VERA/VSIP Notices - question

Thx Debbi --

Ex. 5 - Deliberative Process

Ben

Sent from my iPhone

On Jul 11, 2017, at 9:06 AM, Hart, Debbi <Hart.Debbi@epa.gov> wrote:

Hey Mike—

Ex. 5 - Deliberative Process

Debbi Hart
Director

Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Brincks, Mike
Sent: Monday, July 10, 2017 4:32 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>
Cc: Mairose, Sue <Mairose.Sue@epa.gov>; Price, Patricia <price.patricia@epa.gov>;
Flournoy, Luetta <Flournoy.Luetta@epa.gov>; Krehbiel, Ben
<Krehbiel.Ben@epa.gov>
Subject: Need your help - VERA/VSIP Notices - question
Importance: High

Debbi & Loretta,

Ex. 5 - Deliberative Process

Please contact Ben Krehbiel, Deputy ARA, or Pat Price, RHRO, if you have questions or need to discuss.

We appreciate your help in this matter!

Mike

<image001.jpg>

Mike Brincks

Assistant Regional Administrator

Office of Policy & Management

US Environmental Protection Agency, Region 7

11201 Renner Boulevard

Lenexa, KS 66219

Office: 913-551-7799

brincks.mike@epa.gov

From: Grossman, Andrea L. **Ex. 6 - Personal Privacy**
Sent: 7/7/2017 8:53:07 PM
To: Hart, Debbi [Hart.Debbi@epa.gov]
CC: Hickey, Mike J. **Ex. 6 - Personal Privacy**
Subject: RE: EPA Final VERA/VSIP Request--updated information and responses
Attachments: VERA VSIP costsbenefits.xlsx

Debbi,

Ex. 5 - Deliberative Process

I'm working to talk my management through the changes you worked to incorporate and will keep you posted.

Andrea Grossman
Program Examiner, OMB Environment Branch
202-395-4756

From: Hart, Debbi [mailto:Hart.Debbi@epa.gov]
Sent: Friday, July 7, 2017 3:47 PM
To: Grossman, Andrea L. **Ex. 6 - Personal Privacy** Coleman, Darrell E
<Darrell.Coleman@opm.gov>; Thornton, Cathryn <Cathryn.Thornton@opm.gov>; Butler, Monica
<Monica.Butler@opm.gov>; Snowden, Gregory A <Gregory.Snowden@opm.gov>; Mahoney, Michael J
<Mike.Mahoney@opm.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda
<gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Hunt,
Loretta <Hunt.Loretta@epa.gov>; Hickey, Mike J. **Ex. 6 - Personal Privacy** Remmers, Janet
<Remmers.Janet@epa.gov>; Terris, Carol <Terris.Carol@epa.gov>
Subject: RE: EPA Final VERA/VSIP Request--updated information and responses
Importance: High

Andrea-

Please see the updated business case/targeted positions template and our responses to your outstanding questions, all attached. We are standing by for questions. Thanks again. Debbi

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Grossman, Andrea L. EOP/OMB [mailto:Andrea_L_Grossman@omb.eop.gov]
Sent: Friday, July 07, 2017 12:19 PM

To: Hart, Debbi <Hart.Debbi@epa.gov>; Snowden, Gregory A <Gregory.Snowden@opm.gov>; Mahoney, Michael J <Mike.Mahoney@opm.gov>; Coleman, Darrell E <Darrell.Coleman@opm.gov>; Thornton, Cathryn <Cathryn.Thornton@opm.gov>; Butler, Monica <Monica.Butler@opm.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>; Hickey, Mike J. [Ex. 6 - Personal Privacy]
Subject: RE: EPA Final VERA/VSIP Request--email 3 of 3

Debbi,

Thank you for this response. I'm attaching an updated list of outstanding data/consistency issues.

I'm not sure all of the offices understood our question about accounting for payroll for all positions classified as "restructure". As you'll see, this issue represents the vast majority of our outstanding issues. Even if a position will be filled internally, those payroll costs need to be accounted for in Table B. Many of the "Table B"s in the business case account for savings for the max number of offers, but do not include any costs for positions listed as "restructure", which indicates that those positions are actually being eliminated. Please see attached for the complete list of places this occurs.

I'm happy to chat through this if needed. I don't think this will take a long time to incorporate, as it should just be updating the math in the tables and ensuring everything is accounted for in the agency roll-up total (and it is likely easier to do centrally rather than farming it back out to all the offices).

Do you also have a written response you can provide for the other two non-data questions I sent over on 6/29?

Thank you,

Andrea Grossman
Program Examiner, OMB Environment Branch
202-395-4756

From: Hart, Debbi [mailto:Hart.Debbi@epa.gov]
Sent: Friday, July 7, 2017 8:57 AM
To: Snowden, Gregory A <Gregory.Snowden@opm.gov>; Mahoney, Michael J <Mike.Mahoney@opm.gov>; Coleman, Darrell E <Darrell.Coleman@opm.gov>; Thornton, Cathryn <Cathryn.Thornton@opm.gov>; Butler, Monica <Monica.Butler@opm.gov>; Mulligan, James S. [Ex. 6 - Personal Privacy] Grossman, Andrea L.
[Ex. 6 - Personal Privacy]
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>
Subject: EPA Final VERA/VSIP Request--email 3 of 3

EPA's final targeted positions chart. I will contact you to ensure receipt of all three pieces. Debbi

From: Hart, Debbi
Sent: Friday, July 07, 2017 8:54 AM
To: 'Snowden, Gregory A' <Gregory.Snowden@opm.gov>; 'Mahoney, Michael J' <Mike.Mahoney@opm.gov>; 'Coleman, Darrell E' <Darrell.Coleman@opm.gov>; 'Thornton, Cathryn' <Cathryn.Thornton@opm.gov>; 'Butler, Monica' <Monica.Butler@opm.gov>; 'Mulligan, James S.' [Ex. 6 - Personal Privacy] Grossman, Andrea L.
[Ex. 6 - Personal Privacy]
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Loretta

Hunt <Hunt.Loretta@epa.gov>

Subject: EPA Final VERA/VSIP Request--email 2 of 3

EPA's final business case (attached). DH

From: Hart, Debbi

Sent: Friday, July 07, 2017 8:52 AM

To: Snowden, Gregory A <Gregory.Snowden@opm.gov>; Mahoney, Michael J <Mike.Mahoney@opm.gov>; Coleman, Darrell E <Darrell.Coleman@opm.gov>; Thornton, Cathryn <Cathryn.Thornton@opm.gov>; Butler, Monica <Monica.Butler@opm.gov>; Mulligan, James S. **Ex. 6 - Personal Privacy** Grossman, Andrea L.

Ex. 6 - Personal Privacy

Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Loretta Hunt <Hunt.Loretta@epa.gov>

Subject: EPA Final VERA/VSIP Request--email 1 of 3

Importance: High

Greetings All-

Thank you for your assistance with this effort. As for our informal request, we are submitting our final package in three pieces. Attached is our signed VERA/VSIP template request. This will be followed by our final business case and targeted positions table. Please let us know if there are any questions. Thanks again-- Debbi

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

Message

From: Mahoney, Michael J [Mike.Mahoney@opm.gov]
Sent: 7/6/2017 5:04:48 PM
To: Hart, Debbi [Hart.Debbi@epa.gov]
Subject: RE: Checking in on EPA's restructured positions--

Gregory is reaching out to Loretta for a clarification...I'm waiting to hear back from him

From: Hart, Debbi [mailto:Hart.Debbi@epa.gov]
Sent: Thursday, July 06, 2017 12:51 PM
To: Mahoney, Michael J
Subject: FW: Checking in on EPA's restructured positions--
Importance: High

Hey Mike—I'm checking in again. Just wondering where you guys are in your process. We have a 1:30 meeting with our HR community and would like to give them a status. Sorry to be the nag... Debbi

From: Mahoney, Michael J [mailto:Mike.Mahoney@opm.gov]
Sent: Wednesday, July 05, 2017 3:19 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Subject: RE: Checking in on EPA's restructured positions--

I think you'll be okay...

My folks are out today but we'll regroup and I'll reach out to you tomorrow

From: Hart, Debbi [mailto:Hart.Debbi@epa.gov]
Sent: Wednesday, July 05, 2017 1:38 PM
To: Mahoney, Michael J
Subject: Checking in on EPA's restructured positions--
Importance: High

Checking in Mike—any thoughts on whether the material below along with tracking our VERA/VSIP vacated positions responds to OPM's desire for information on how EPA would restructure positions? I'm available for a discussion whenever it's convenient for you. Thanks in advance. Debbi

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Hart, Debbi
Sent: Wednesday, July 05, 2017 10:09 AM
To: 'Mahoney, Michael J' <Mike.Mahoney@opm.gov>
Subject: FW: EPA Draft VERA/VSIP Request Email 2 of 3 - OPM's Responses to Draft Targeted Positions In 22 Offices-- 6-

29-2017

Importance: High

Hey Mike-

Please see the info and chart below. The chart shows the themes the agency developed and the narrative preceding it describes how the positions would be restructured. The four themes cover 78% of our total max offers. Does this help?
Debbi

Any way we could use this theme chart to make our case about the majority of restructured positions?

1. Delaying (increasing supervisor to staff ratio) $51/1227 = 4.2\%$ (restructure type = changing supervisory status)
2. Consolidate or reduce administrative or support functions $158/1227 = 12.9\%$ (restructure type = change in duties, change series)
3. Restructure or reduce highly graded supervisory and non-supervisory positions $563/1227 = 45.9\%$ (restructure type = reduce grade/FPL, change series)
4. Consolidate and streamline functions/activities/reduce number of programs $183/1227 = 14.9\%$ (restructure type = change series, change in duties)

EPA

Ex. 5 - Deliberative Process

From: Hart, Debbi
Sent: Monday, July 03, 2017 9:37 AM
To: Mahoney, Michael J <Mike.Mahoney@opm.gov>
Subject: Re: EPA Draft VERA/VSIP Request Email 2 of 3 - OPM's Responses to Draft Targeted Positions In 22 Offices-- 6-29-2017

Ex. 5 - Deliberative Process

Sent from my iPhone

On Jun 30, 2017, at 11:05 PM, Mahoney, Michael J <Mike.Mahoney@opm.gov> wrote:

Hey Debbi,

~~I've been pondering this dilemma all evening after we talked.~~

Ex. 5 - Deliberative Process

I'm thinking out loud to some extent, but I'm wracking my brain to come up with something that will ease the burden on EPA and help further expedite the request

-mike

Sent from my iPad

On Jun 30, 2017, at 4:17 PM, "Hart, Debbi" <Hart.Debbi@epa.gov> wrote:

Thanks. Can we please talk?

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Mahoney, Michael J [<mailto:Mike.Mahoney@opm.gov>]
Sent: Friday, June 30, 2017 3:15 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>

Subject: RE: EPA Draft VERA/VSIP Request Email 2 of 3 - OPM's Responses to Draft Targeted Positions In 22 Offices-- 6-29-2017

Hi Debbie,

We will need a tad more info: rather than say '...in order to create opportunities for recruiting at lower grade levels' tell us what the lower grade level or levels are.

For example: Restructure, reduce and rebalance the current top-heavy, non-supervisory GS-14/15 grades by redistributing the work to staff at the GS 13 level.

We just need a specific idea how the position will be restructured; that is to say, will the work be given to several GS 12s...one GS 13, 3 GS 11s and a GS 12, etc. etc? Shouldn't be that difficult (or cumbersome) to provide. If all similar position will be treated/restructured the same way -- OK to give a blanket statement. If not, we'll need to see for each position to be restructured

Hope this helps (can talk if need be, let me know)

-mike

From: Hart, Debbi [<mailto:Hart.Debbi@epa.gov>]

Sent: Friday, June 30, 2017 3:05 PM

To: Mahoney, Michael J

Subject: FW: EPA Draft VERA/VSIP Request Email 2 of 3 - OPM's Responses to Draft Targeted Positions In 22 Offices-- 6-29-2017

Importance: High

Ex. 5 - Deliberative Process

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Snowden, Gregory A [<mailto:Gregory.Snowden@opm.gov>]
Sent: Friday, June 30, 2017 2:48 PM
To: Hunt, Loretta <Hunt.Loretta@epa.gov>
Cc: Hart, Debbi <Hart.Debbi@epa.gov>; Mahoney, Michael J <Mike.Mahoney@opm.gov>
Subject: RE: EPA Draft VERA/VSIP Request Email 2 of 3 - OPM's Responses to Draft Targeted Positions In 22 Offices-- 6-29-2017

Good afternoon Loretta,

Unfortunately, your examples are too broad under the VSIP law at 5 U.S.C. 3522.

VERA and VSIP are position-based authorities. OPM needs to see the positions that are surplus as a result of the workforce restructuring plans. Under the law, excess positions can either be 'eliminated' or 'restructured' under the VSIP plan. Surplus positions that are targeted to be eliminated cannot be refilled once a VSIP is paid and the position becomes vacant.

Only surplus positions that are targeted to be 'restructured' can be refilled, such as a change in title, series, grade level, FPL or newly restructured skills sets. For example, Systems Accountant, GS-510-14, restructured to a Systems Accountant, GS-510-9/13, FPL; or Systems Accountant, GS-510-14, restructured to a Program Analyst, GS-301-14.

For each position targeted to be restructured under the VSIP plan, EPA only needs to indicate the new title, series, grade, FPL or a few examples of the new skills sets required for the restructured position.

For your information, OPM received numerous inquiries from EPA OIG regarding the previously approved VERA/VSIP. The majority of the inquiries dealt with how EPA's Offices carried out the restructuring goals under the approved VERA/VSIP authorities.

Please provide only the newly restructured title, series, grade, FPL or a few examples of the new skills sets for the targeted positions to be restructured under the VSIP plan.

Thank you for your assistance in this request.

Gregory Snowden
OPM

From: Hunt, Loretta [<mailto:Hunt.Loretta@epa.gov>]
Sent: Thursday, June 29, 2017 9:14 PM
To: Snowden, Gregory A; Mahoney, Michael J
Cc: Hart, Debbi
Subject: RE: EPA Draft VERA/VSIP Request Email 2 of 3 - OPM's Responses to Draft Targeted Positions In 22 Offices-- 6-29-2017
Importance: High

Greg/Mike,

Based on our discussion, it seems like OPM isn't expecting a long-drawn out explanation re: how EPA plans to restructure positions. Would it be okay to provide an agency-level description of restructuring rather than amending each region/program's section?

For example:

For all positions covered by EPA's request, if a position is vacated under VERA/VSIP the organization must restructure the position as follows before refilling the position:

- *Change from supervisory to non-supervisory.*
- *Decrease the grade and/or full performance level (i.e., at least one grade level lower than the current position).*
- *Change the series of the position.*
- *Significantly change the duties of the position if the series and grade are to remain the same (i.e., the incumbent who vacated could not be expected to learn how to perform these new duties within a reasonable amount of time. The servicing Human Resources Shared Service Center will determine if the change in duties are significant.*

This is the actual criteria the agency uses when tracking post-VERA/VSIP hires to ensure programs and regions are adhering to the plans they put forth to reshape their workforce.

I will provide responses to the other comments from Greg and the Team but this seemed like an easy (I hope) fix. Let me know what you think. Thanks.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

From: Snowden, Gregory A [<mailto:Gregory.Snowden@opm.gov>]
Sent: Thursday, June 29, 2017 1:46 PM
To: Hunt, Loretta <Hunt.Loretta@epa.gov>
Cc: Coleman, Darrell E <Darrell.Coleman@opm.gov>; Butler, Monica <Monica.Butler@opm.gov>; Hart, Debbi <Hart.Debbi@epa.gov>
Subject: EPA Draft VERA/VSIP Request Email 2 of 3 - OPM's Responses to Draft Targeted Positions In 22 Offices-- 6-29-2017

Good afternoon Loretta,

Attached please find OPM's comments/responses to EPA's Draft Targeted Positions under the VSIP plan for 22 offices. Thank you.

Gregory Snowden
OPM

From: Hunt, Loretta [<mailto:Hunt.Loretta@epa.gov>]
Sent: Friday, June 16, 2017 7:13 PM
To: Snowden, Gregory A; Mahoney, Michael J; Coleman, Darrell E; Thornton, Cathryn;

Butler, Monica; Mulligan, James S. Ex. 6 - Personal Privacy

Cc: Vizian, Donna; Showman, John; Gray, Linda; Carpenter, Wesley; Hart, Debbi; Parker, Gary

Subject: Re: EPA Draft VERA/VSIP Request Email 2 of 3

EPA's targeted position spreadsheet.

From: Hunt, Loretta

Sent: Friday, June 16, 2017 6:55 PM

To: Snowden, Gregory A; Mahoney, Michael J; Coleman, Darrell E; Thornton, Cathryn; Butler, Monica; Mulligan, James S. Ex. 6 - Personal Privacy

Cc: Vizian, Donna; Showman, John; Gray, Linda; Carpenter, Wesley; Hart, Debbi; Parker, Gary

Subject: EPA Draft VERA/VSIP Request Email 1 of 3

The U.S. Environmental Protection Agency is submitting a draft VERA/VSIP request to OPM and OMB for review and comment. The agency is submitting one overall request but specific details are included for each program and regional office since the needs of each organization varies. The agency is submitting the following documentation:

1. EPA's VSIP Request (.pdf)
2. EPA's VERA Request (.pdf)
3. Business cases (all contained in one Word file; the Table of Contents provides direct links to each of our 22 business cases)
4. Targeted positions spreadsheets for each office (Excel file)
5. Organization charts (one .pdf file)
6. Agency level analysis/summary slides (PowerPoint)

We will send three emails containing the agency's draft request and supporting documentation.

Should you have any questions or concerns about EPA's request, you may contact me at hunt.loretta@epa.gov; (202)564-6963 or Debbi Hart at hart.debbi@epa.gov; (202) 564-2011.

Thank you in advance for your assistance with EPA's workforce reshaping efforts.

Message

From: Hart, Debbi [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=62AFB40F2BF1484D933F2CE207EB20E7-HART, DEBRA]
Sent: 6/21/2017 7:06:56 PM
To: Kirkland, William [Kirkland.William@epa.gov]
CC: Parker, Gary [parker.gary@epa.gov]; Loretta Hunt [Hunt.Loretta@epa.gov]
Subject: RE: V/V overview

Looks good—go live!

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Kirkland, William
Sent: Wednesday, June 21, 2017 3:03 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Subject:

Here is the staging page: <http://webdev2.rtpnc.epa.gov/intranet/epahriis/web/policy/buyouts/>

William (Bill) Kirkland
Kirkland.William@epa.gov
Information Technology Division, Office of Human Resources
OARM/OHR/ITD
Phone: (202) 564-7533
Room: 1220B WJC East

Message

From: Snowden, Gregory A [Gregory.Snowden@opm.gov]
Sent: 6/30/2017 6:47:39 PM
To: Hunt, Loretta [Hunt.Loretta@epa.gov]
CC: Hart, Debbi [Hart.Debbi@epa.gov]; Mahoney, Michael J [Mike.Mahoney@opm.gov]
Subject: RE: EPA Draft VERA/VSIP Request Email 2 of 3 - OPM's Responses to Draft Targeted Positions In 22 Offices-- 6-29-2017

Good afternoon Loretta,

Unfortunately, your examples are too broad under the VSIP law at 5 U.S.C. 3522.

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For your information, OPM received numerous inquiries from EPA OIG regarding the previously approved VERA/VSIP. The majority of the inquiries dealt with how EPA's Offices carried out the restructuring goals under the approved VERA/VSIP authorities.

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Thank you for your assistance in this request.

Gregory Snowden
OPM

From: Hunt, Loretta [mailto:Hunt.Loretta@epa.gov]
Sent: Thursday, June 29, 2017 9:14 PM
To: Snowden, Gregory A; Mahoney, Michael J
Cc: Hart, Debbi
Subject: RE: EPA Draft VERA/VSIP Request Email 2 of 3 - OPM's Responses to Draft Targeted Positions In 22 Offices-- 6-29-2017
Importance: High

Greg/Mike,

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For example:

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I will provide responses to the other comments from Greg and the Team but this seemed like an easy (I hope) fix. Let me know what you think. Thanks.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

From: Snowden, Gregory A [<mailto:Gregory.Snowden@opm.gov>]
Sent: Thursday, June 29, 2017 1:46 PM
To: Hunt, Loretta <Hunt.Loretta@epa.gov>
Cc: Coleman, Darrell E <Darrell.Coleman@opm.gov>; Butler, Monica <Monica.Butler@opm.gov>; Hart, Debbi <Hart.Debbi@epa.gov>
Subject: EPA Draft VERA/VSIP Request Email 2 of 3 - OPM's Responses to Draft Targeted Positions In 22 Offices-- 6-29-2017

Good afternoon Loretta,

Attached please find OPM's comments/responses to EPA's Draft Targeted Positions under the VSIP plan for 22 offices. Thank you.

Gregory Snowden
OPM

From: Hunt, Loretta [<mailto:Hunt.Loretta@epa.gov>]
Sent: Friday, June 16, 2017 7:13 PM
To: Snowden, Gregory A; Mahoney, Michael J; Coleman, Darrell E; Thornton, Cathryn; Butler, Monica; Mulligan, James S. EOP/OMB
Cc: Vizian, Donna; Showman, John; Gray, Linda; Carpenter, Wesley; Hart, Debbi; Parker, Gary
Subject: Re: EPA Draft VERA/VSIP Request Email 2 of 3

EPA's targeted position spreadsheet.

From: Hunt, Loretta

Sent: Friday, June 16, 2017 6:55 PM

To: Snowden, Gregory A; Mahoney, Michael J; Coleman, Darrell E; Thornton, Cathryn; Butler, Monica; Mulligan, James S. EOP/OMB

Cc: Vizian, Donna; Showman, John; Gray, Linda; Carpenter, Wesley; Hart, Debbi; Parker, Gary

Subject: EPA Draft VERA/VSIP Request Email 1 of 3

The U.S. Environmental Protection Agency is submitting a draft VERA/VSIP request to OPM and OMB for review and comment. The agency is submitting one overall request but specific details are included for each program and regional office since the needs of each organization varies. The agency is submitting the following documentation:

1. EPA's VSIP Request (.pdf)
2. EPA's VERA Request (.pdf)
3. Business cases (all contained in one Word file; the Table of Contents provides direct links to each of our 22 business cases)
4. Targeted positions spreadsheets for each office (Excel file)
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6. Agency level analysis/summary slides (PowerPoint)

We will send three emails containing the agency's draft request and supporting documentation.

Should you have any questions or concerns about EPA's request, you may contact me at hunt.loretta@epa.gov; (202)564-6963 or Debbi Hart at hart.debbi@epa.gov; (202) 564-2011.

Thank you in advance for your assistance with EPA's workforce reshaping efforts.

Message

From: Krehbiel, Ben [Krehbiel.Ben@epa.gov]
Sent: 7/11/2017 7:42:30 PM
To: Hart, Debbi [Hart.Debbi@epa.gov]
Subject: RE: Need your help - VERA/VSIP Notices - question

Thx Debbi

From: Hart, Debbi
Sent: Tuesday, July 11, 2017 2:40 PM
To: Krehbiel, Ben <Krehbiel.Ben@epa.gov>
Cc: Brincks, Mike <brincks.mike@epa.gov>; Mairose, Sue <Mairose.Sue@epa.gov>; Price, Patricia <price.patricia@epa.gov>; Flournoy, Luetta <Flournoy.Luetta@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>; Coomber, Robert <coomber.robert@epa.gov>
Subject: RE: Need your help - VERA/VSIP Notices - question
Importance: High

Ben—

Ex. 5 - Deliberative Process

if you have any further questions. Thanks. Debbi

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Hart, Debbi
Sent: Tuesday, July 11, 2017 11:01 AM
To: Krehbiel, Ben <Krehbiel.Ben@epa.gov>
Cc: Brincks, Mike <brincks.mike@epa.gov>; Mairose, Sue <Mairose.Sue@epa.gov>; Price, Patricia <price.patricia@epa.gov>; Flournoy, Luetta <Flournoy.Luetta@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>
Subject: RE: Need your help - VERA/VSIP Notices - question

Ben-

Got it—thanks. As mentioned, we will need to coordinate this with OPM. I'll contact you as soon as I connect with them.
Debbi

From: Krehbiel, Ben
Sent: Tuesday, July 11, 2017 10:44 AM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Cc: Brincks, Mike <brincks.mike@epa.gov>; Mairose, Sue <Mairose.Sue@epa.gov>; Price, Patricia

<price.patricia@epa.gov>; Flournoy, Luetta <Flournoy.Luetta@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>

Subject: Re: Need your help - VERA/VSIP Notices - question

Thx Debbi --

Ex. 5 - Deliberative Process

Ben

Sent from my iPhone

On Jul 11, 2017, at 9:06 AM, Hart, Debbi <Hart.Debbi@epa.gov> wrote:

Hey Mike—

We will need to understand if this changes R7's business case or the max number of offers. I'll contact Ben/Pat to discuss.

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Brincks, Mike

Sent: Monday, July 10, 2017 4:32 PM

To: Hart, Debbi <Hart.Debbi@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>

Cc: Mairose, Sue <Mairose.Sue@epa.gov>; Price, Patricia <price.patricia@epa.gov>; Flournoy, Luetta <Flournoy.Luetta@epa.gov>; Krehbiel, Ben <Krehbiel.Ben@epa.gov>

Subject: Need your help - VERA/VSIP Notices - question

Importance: High

Debbi & Loretta,

Ex. 5 - Deliberative Process

Please contact Ben Krehbiel, Deputy ARA, or Pat Price, RHRO, if you have questions or need to discuss.

We appreciate your help in this matter!

Mike

<image001.jpg>

Mike Brincks

Assistant Regional Administrator

Office of Policy & Management

US Environmental Protection Agency, Region 7

11201 Renner Boulevard

Lenexa, KS 66219

Office: 913-551-7799

brincks.mike@epa.gov

Message

From: Vizian, Donna [Vizian.Donna@epa.gov]
Sent: 6/27/2017 3:59:24 PM
To: Hart, Debbi [Hart.Debbi@epa.gov]; Showman, John [Showman.John@epa.gov]
Subject: FW: Update for EPA's VERA/VSIP business case and targeted positions Email 2 of 2

Do I need to go if Hickey is there?

From: Grossman, Andrea [Ex. 6 - Personal Privacy]
Sent: Tuesday, June 27, 2017 11:45 AM
To: Hunt, Loretta <Hunt.Loretta@epa.gov>
Cc: Hart, Debbi <Hart.Debbi@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Terris, Carol <Terris.Carol@epa.gov>; Hickey, Mike J. [Ex. 6 - Personal Privacy]; Mulligan, James S. [Ex. 6 - Personal Privacy]
[Ex. 6 - Personal Privacy]; Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>
Subject: RE: Update for EPA's VERA/VSIP business case and targeted positions Email 2 of 2

Loretta,

We will be in the Old (Eisenhower) Executive Office Building, room 476.

Here is the link for building access: <https://events.whitehouse.gov/form?rid=VMKT4DRTGW>

Please have everyone who will attend fill out their information at that link by COB today so I can get the group cleared.

On the OMB end, it will be the environment branch- the various examiners who cover EPA and our branch chief Mike Hickey.

Thanks,

Andrea Grossman
Program Examiner, OMB Environment Branch
202-395-4756

From: Hunt, Loretta [mailto:Hunt.Loretta@epa.gov]
Sent: Tuesday, June 27, 2017 9:28 AM
To: Grossman, Andrea L. [Ex. 6 - Personal Privacy]
Cc: Hart, Debbi <Hart.Debbi@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Terris, Carol <Terris.Carol@epa.gov>; Hickey, Mike J. [Ex. 6 - Personal Privacy]; Mulligan, James S. [Ex. 6 - Personal Privacy]
[Ex. 6 - Personal Privacy]; Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>
Subject: RE: Update for EPA's VERA/VSIP business case and targeted positions Email 2 of 2

Andrea,

Who will be in attendance from OMB?

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division

Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

From: Grossman, Andrea L. [Ex. 6 - Personal Privacy]
Sent: Tuesday, June 27, 2017 9:19 AM
To: Hunt, Loretta <Hunt.Loretta@epa.gov>
Cc: Hart, Debbi <Hart.Debbi@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Terris, Carol <Terris.Carol@epa.gov>; Hickey, Mike J. [Ex. 6 - Personal Privacy]; Mulligan, James S. [Ex. 6 - Personal Privacy]
[Ex. 6 - Personal Privacy]; Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>
Subject: RE: Update for EPA's VERA/VSIP business case and targeted positions Email 2 of 2

Loretta,

Yes, 2 pm tomorrow will work. I'll work on reserving a conference room and will let you know when that is done and send you the link to have people cleared by building security.

Thank you,

Andrea Grossman
Program Examiner, OMB Environment Branch
202-395-4756

From: Hunt, Loretta [<mailto:Hunt.Loretta@epa.gov>]
Sent: Monday, June 26, 2017 6:00 PM
To: Grossman, Andrea L. [Ex. 6 - Personal Privacy]
Cc: Hart, Debbi <Hart.Debbi@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Terris, Carol <Terris.Carol@epa.gov>; Hickey, Mike J. [Ex. 6 - Personal Privacy]; Mulligan, James S. [Ex. 6 - Personal Privacy]
[Ex. 6 - Personal Privacy]; Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>
Subject: RE: Update for EPA's VERA/VSIP business case and targeted positions Email 2 of 2

Andrea,

Would 2 pm, 6/28/17, work?

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

From: Grossman, Andrea L. [Ex. 6 - Personal Privacy]
Sent: Monday, June 26, 2017 5:31 PM
To: Hunt, Loretta <Hunt.Loretta@epa.gov>
Cc: Hart, Debbi <Hart.Debbi@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Schulman, Marvin <Schulman.Marvin@epa.gov>; McNeal, Detha <McNeal.Detha@epa.gov>; Kuhns, Jason <Kuhns.Jason@epa.gov>; Terris, Carol <Terris.Carol@epa.gov>; Hickey, Mike J. [Ex. 6 - Personal Privacy]; Mulligan, James S.

Ex. 6 - Personal Privacy

Subject: RE: Update for EPA's VERA/VSIP business case and targeted positions Email 2 of 2

Loretta,

OMB would like to request a presentation from EPA on this VERA/VSIP proposal. We are hoping to get some insight into the broader strategy at play. This could also be an opportunity to informally ask some of our initial questions as we learn more about the package.

Would someone from EPA be available for a meeting this week (potentially Wednesday afternoon, recognizing the time sensitivity of the package)? I can reserve a conference room here at the New Executive Office Building and arrange for building clearance.

Thank you,

Andrea Grossman
Program Examiner, OMB Environment Branch
202-395-4756

From: Hunt, Loretta [mailto:Hunt.Loretta@epa.gov]

Sent: Thursday, June 22, 2017 6:52 PM

To: Hickey, Mike J. [Ex. 6 - Personal Privacy]; Mahoney, Michael J <Mike.Mahoney@opm.gov>; Snowden, Gregory A <Gregory.Snowden@opm.gov>; Coleman, Darrell E <Darrell.Coleman@opm.gov>; Thornton, Cathryn <Cathryn.Thornton@opm.gov>; Butler, Monica <Monica.Butler@opm.gov>; Grossman, Andrea L [Ex. 6 - Personal Privacy]

Ex. 6 - Personal Privacy

Cc: Hart, Debbi <Hart.Debbi@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Schulman, Marvin <Schulman.Marvin@epa.gov>; McNeal, Detha <McNeal.Detha@epa.gov>; Kuhns, Jason <Kuhns.Jason@epa.gov>

Subject: RE: Update for EPA's VERA/VSIP business case and targeted positions Email 2 of 2

The document attached replaces document #3 sent on 6/16/17.

Thanks.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

From: Hunt, Loretta

Sent: Thursday, June 22, 2017 6:48 PM

To: 'Hickey, Mike J.' [Ex. 6 - Personal Privacy]; 'Mahoney, Michael J' <Mike.Mahoney@opm.gov>; 'Snowden, Gregory A' <Gregory.Snowden@opm.gov>; Coleman, Darrell E <Darrell.Coleman@opm.gov>; Thornton, Cathryn <Cathryn.Thornton@opm.gov>; Butler, Monica <Monica.Butler@opm.gov>;

'Andrea_L_Grossman' [Ex. 6 - Personal Privacy]

Cc: Hart, Debbi <Hart.Debbi@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Schulman, Marvin <Schulman.Marvin@epa.gov>; McNeal, Detha <McNeal.Detha@epa.gov>; Kuhns, Jason <Kuhns.Jason@epa.gov>

Subject: Update for EPA's VERA/VSIP business case and targeted positions Email 1 of 2

OPM and OMB,

EPA's Region 9's office had to revise their information. **Ex. 5 - Deliberative Process** The documents attached should replace documents #4 and #6 that were sent on 6/16/17.

Thanks.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

Message

From: Schulman, Marvin [Schulman.Marvin@epa.gov]
Sent: 6/8/2017 2:57:22 PM
To: Hart, Debbi [Hart.Debbi@epa.gov]
Subject: DRAFT Reply to Jeremy Taylor

Debbi –

This is the response I'm planning on sending Jeremy (pending your approval) While I don't want to encourage any more of these, I can't imagine we would make a program office undo this)

Thoughts?

Thanks
Marvin

Jeremy –

OPM's VERA guidance requires that VERA eligible employees serve in a position for a minimum time specified by OPM (usually 30 days prior to the date of the agency request.

Today is 6-8, 20 days before we'd meet the 30-day clock for this employee. I suspect that things will work out such that our submission will get to OPM prior to 6-28, and hope that we'll be "close enough." That being said, I don't think we could have any more of these happen without it having an impact on eligibility

From: Taylor, Jeremy
Sent: Thursday, June 08, 2017 9:32 AM
To: Hunt, Loretta <Hunt.Loretta@epa.gov>; Engebretson, Lizabeth <Engebretson.Lizabeth@epa.gov>; Bonner, Jerome <Bonner.Jerome@epa.gov>
Cc: Hart, Debbi <Hart.Debbi@epa.gov>; Schulman, Marvin <Schulman.Marvin@epa.gov>; McNeal, Detha <McNeal.Detha@epa.gov>; Atkinson, Ryan <Atkinson.Ryan@epa.gov>
Subject: RE: Freeze of Targeted V/V Positions

Hi Loretta,

I have one quick follow-up question. If an employee was reassigned on 5/28 from a targeted position to another targeted position would that affect their status for VERA/VSIP eligibility. Arron and I were discussing this yesterday because we had a couple we know of that were done. We thought this may be an exception as it is not moving people in or out of targeted positions which is the intent of restricting but rather moving from one to the other so the employee's status does not change.

Thank you,

Jeremy A. Taylor
OARM-RTP-HRMD

Director
919-541-0537

OARM-RTP

SERVE. SOLVE. COLLABORATE.



CONFIDENTIALITY: This communication may contain privileged or other confidential information. If you are not the intended addressee, or believe you have received this communication in error, you may neither copy, disseminate, nor distribute it to anyone else or use it in any unauthorized manner; to do so is strictly prohibited and may be unlawful. If you receive this email by mistake, please advise the sender immediately by using the reply facility in your mail software and delete it from your computer. "Information in this message may be subject to the Privacy Act (5 USC 552a) and should be treated accordingly."

From: Hunt, Loretta

Sent: Tuesday, June 06, 2017 6:52 PM

To: Engebretson, Lizabeth <Engebretson.Lizabeth@epa.gov>; Taylor, Jeremy <Taylor.Jeremy@epa.gov>; Bonner, Jerome <Bonner.Jerome@epa.gov>

Cc: Hart, Debbi <Hart.Debbi@epa.gov>; Schulman, Marvin <Schulman.Marvin@epa.gov>; McNeal, Detha <McNeal.Detha@epa.gov>

Subject: FW: Freeze of Targeted V/V Positions

FYI

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

From: Vizian, Donna

Sent: Tuesday, June 06, 2017 4:44 PM

To: Hunt, Loretta <Hunt.Loretta@epa.gov>; Helm, Arron <Helm.Arron@epa.gov>

Cc: Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>; Parker, Gary <parker.gary@epa.gov>

Subject: RE: Freeze of Targeted V/V Positions

Perfect - thanks

From: Hunt, Loretta

Sent: Tuesday, June 06, 2017 4:32 PM

To: Helm, Arron <Helm.Arron@epa.gov>; Vizian, Donna <Vizian.Donna@epa.gov>

Cc: Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>; Parker, Gary <parker.gary@epa.gov>

Subject: RE: Freeze of Targeted V/V Positions

What about this:

ED_001372_00004818-00002

Due to the expedited timeframe for implementation of the V/V, we are asking offices to limit details in and out of targeted positions to only those that are critical. Please note, temporary promotions must cease because they move employees out of the position of record.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

From: Helm, Arron
Sent: Tuesday, June 06, 2017 3:39 PM
To: Vizian, Donna <Vizian.Donna@epa.gov>
Cc: Hunt, Loretta <Hunt.Loretta@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>; Parker, Gary <parker.gary@epa.gov>
Subject: Re: Freeze of Targeted V/V Positions

This would only be lateral details as temporary promotions do move you out of the position of record.

Sent from my iPhone

On Jun 6, 2017, at 3:37 PM, Vizian, Donna <Vizian.Donna@epa.gov> wrote:

So can we ask that organizations process only those details actions that are critical? We could say that due to the expedited timeframe for implementation of the V/V, we are asking offices to limit....

From: Hunt, Loretta
Sent: Tuesday, June 06, 2017 3:28 PM
To: Showman, John <Showman.John@epa.gov>; Vizian, Donna <Vizian.Donna@epa.gov>
Cc: Helm, Arron <Helm.Arron@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>; Parker, Gary <parker.gary@epa.gov>
Subject: RE: Freeze of Targeted V/V Positions

Donna/John,

The concern Arron and I discussed was that orgs may try to send in a bunch of detail requests in the middle of this process increasing workload for the SSC staff. However, from a basic policy perspective, detailees still encumber their position of record and their V/V eligibility isn't impacted by the detail.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

From: Vizian, Donna
Sent: Tuesday, June 06, 2017 2:37 PM
To: Hunt, Loretta <Hunt.Loretta@epa.gov>; Showman, John <Showman.John@epa.gov>
Cc: Helm, Arron <Helm.Arron@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>; Parker, Gary <parker.gary@epa.gov>
Subject: RE: Freeze of Targeted V/V Positions

Why would we prohibit details?

From: Hunt, Loretta
Sent: Tuesday, June 06, 2017 1:02 PM
To: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>
Cc: Helm, Arron <Helm.Arron@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>; Parker, Gary <parker.gary@epa.gov>
Subject: FW: Freeze of Targeted V/V Positions

Donna,

We're getting follow-up questions to your initial message as orgs want to know if this includes details, temp. promotions, etc.

I spoke with Arron to discuss operational concerns and we agreed the prohibition on movement should cover every action except career-ladder promotions and accretions.

Do you want to send out a follow-up message or should Debbi or I send out a message to the HR Community? Thanks.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

From: Vizian, Donna
Sent: Tuesday, June 06, 2017 8:39 AM
To: 2017HQfirstassistants <2017HQfirstassistants@epa.gov>; 2017Regionfirstassistants <2017Regionfirstassistants@epa.gov>; ARA <ARA@epa.gov>; DAA-Career <DAACareer@epa.gov>; DRA <DRA@epa.gov>
Cc: Hart, Debbi <Hart.Debbi@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>
Subject: Freeze of Targeted V/V Positions

OPM's VERA guidance requires that VERA eligible employees serve in a position for a minimum time specified by OPM (usually 30 days prior to the date of the agency request). Given the current schedule for submitting our V/V business case later this month, please be aware that movement in and out of all targeted positions through reassignments, reorganizations, etc. must cease effective immediately. The prohibition on movement in and out of targeted positions extends to VSIP targeted positions too.

Message

From: Hart, Debbi [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=62AFB40F2BF1484D933F2CE207EB20E7-HART, DEBRA]
Sent: 7/6/2017 9:36:39 PM
To: Hunt, Loretta [Hunt.Loretta@epa.gov]
CC: Parker, Gary [parker.gary@epa.gov]; McNeal, Detha [McNeal.Detha@epa.gov]; Schulman, Marvin [Schulman.Marvin@epa.gov]; Kuhns, Jason [Kuhns.Jason@epa.gov]
Subject: RE: EPA Draft VERA/VSIP Request - theme chart for restructured positions

Got it—thanks. HOME STRETCH!

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Hunt, Loretta
Sent: Thursday, July 06, 2017 5:36 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Cc: Parker, Gary <parker.gary@epa.gov>; McNeal, Detha <McNeal.Detha@epa.gov>; Schulman, Marvin <Schulman.Marvin@epa.gov>; Kuhns, Jason <Kuhns.Jason@epa.gov>
Subject: RE: EPA Draft VERA/VSIP Request - theme chart for restructured positions
Importance: High

Debbi,

Here are the latest documents to be submitted to OPM tomorrow.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

From: Hart, Debbi
Sent: Thursday, July 06, 2017 5:10 PM
To: Snowden, Gregory A <Gregory.Snowden@opm.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>
Cc: Mahoney, Michael J <Mike.Mahoney@opm.gov>
Subject: RE: EPA Draft VERA/VSIP Request - theme chart for restructured positions

Wonderful. Thank you both! We will submit our signed final package in the morning. Debbi

Debbi Hart
Director

Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Snowden, Gregory A [<mailto:Gregory.Snowden@opm.gov>]
Sent: Thursday, July 06, 2017 5:02 PM
To: Hunt, Loretta <Hunt.Loretta@epa.gov>
Cc: Hart, Debbi <Hart.Debbi@epa.gov>; Mahoney, Michael J <Mike.Mahoney@opm.gov>
Subject: EPA Draft VERA/VSIP Request - theme chart for restructured positions
Importance: High

Loretta,

Thanks for the feedback during our recent phone conversation.

OPM has enough revised documentation to move forward with EPA's final submission.

Gregory Snowden
OPM

From: Hart, Debbi [<mailto:Hart.Debbi@epa.gov>]
Sent: Thursday, July 06, 2017 3:36 PM
To: Snowden, Gregory A; Hunt, Loretta
Subject: FW: EPA Draft VERA/VSIP Request - theme chart for restructured positions
Importance: High

From: Hart, Debbi
Sent: Wednesday, July 05, 2017 10:09 AM
To: 'Mahoney, Michael J' <Mike.Mahoney@opm.gov>
Subject: FW: EPA Draft VERA/VSIP Request Email 2 of 3 - OPM's Responses to Draft Targeted Positions In 22 Offices-- 6-29-2017
Importance: High

Hey Mike-

Please see the info and chart below. The chart shows the themes the agency developed and the narrative preceding it describes how the positions would be restructured. The four themes cover 78% of our total max offers. Does this help?
Debbi

Any way we could use this theme chart to make our case about the majority of restructured positions?

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

From: Hart, Debbi

Sent: Monday, July 03, 2017 9:37 AM

To: Mahoney, Michael J <Mike.Mahoney@opm.gov>

Subject: Re: EPA Draft VERA/VSIP Request Email 2 of 3 - OPM's Responses to Draft Targeted Positions In 22 Offices-- 6-29-2017

Thanks Mike - I've been pondering too! I'm checking back on what we have collected from each office and some preliminary theme estimates we have. Will let you know what I find. Also wondering if OPM would be comfortable with us reporting back on exactly how each V/V vacated position is filled after the fact. As I mentioned, we have a spreadsheet template we used after past rounds that required each office to capture exactly which of the four restructure options was utilized (and if significant change in duties, PDs had to be provided to our Shared Service Centers). This worked very well- OMB and EPA-OIG loved it. If OPM was expecting to see this too it would help put some teeth behind our V/V policing activities. Debbi

Sent from my iPhone

On Jun 30, 2017, at 11:05 PM, Mahoney, Michael J <Mike.Mahoney@opm.gov> wrote:

Hey Debbi,

I've been pondering this dilemma all evening after we talked.

Of the info we asked for, how much of it has already been provided? Do you have a ballpark percentage? I'm exploring the notion that if we can have a sampling of how EPA will operate without the restructured positions, perhaps we don't need for every position; at least so specific for each position. If we have say, 80% of the data, perhaps that will do...

I'm thinking out loud to some extent, but I'm wracking my brain to come up with something that will ease the burden on EPA and help further expedite the request

-mike

Sent from my iPad

On Jun 30, 2017, at 4:17 PM, "Hart, Debbi" <Hart.Debbi@epa.gov> wrote:

Thanks. Can we please talk?

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Mahoney, Michael J [<mailto:Mike.Mahoney@opm.gov>]
Sent: Friday, June 30, 2017 3:15 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Subject: RE: EPA Draft VERA/VSIP Request Email 2 of 3 - OPM's Responses to Draft Targeted Positions In 22 Offices-- 6-29-2017

Hi Debbie,

We will need a tad more info: rather than say '...in order to create opportunities for recruiting at lower grade levels' tell us what the lower grade level or levels are.

For example: Restructure, reduce and rebalance the current top-heavy, non-supervisory GS-14/15 grades by redistributing the work to staff at the GS 13 level.

We just need a specific idea how the position will be restructured; that is to say, will the work be given to several GS 12s...one GS 13, 3 GS 11s and a GS 12, etc. etc? Shouldn't be that difficult (or cumbersome) to provide. If all similar position will be treated/restructured the same way – OK to give a blanket statement. If not, we'll need to see for each position to be restructured

Hope this helps (can talk if need be, let me know)

-mike

From: Hart, Debbi [<mailto:Hart.Debbi@epa.gov>]

Sent: Friday, June 30, 2017 3:05 PM

To: Mahoney, Michael J

Subject: FW: EPA Draft VERA/VSIP Request Email 2 of 3 - OPM's Responses to Draft Targeted Positions In 22 Offices-- 6-29-2017

Importance: High

Mike—Would still like to talk to you about this. If we provide the level of detail Gregory is suggesting we will bury OPM in pages. As an example, one of our offices provided that level of detail and it is five pages in length. Our office-level business cases provide information about how the restructure might occur:

2. Restructure, reduce and rebalance the current top-heavy, non-supervisory GS-14/15 grades in order to create opportunities for recruiting at lower grade levels. There has been a significant rise in nonsupervisory high-graded GS-14 and GS-15 positions in AO; these positions represent nearly half of our entire staff.

Based on our conversation yesterday, we thought this level of detail would be sufficient. I'm available today and Monday to discuss. I'm really concerned about our time line!
Thanks Mike. Debbi

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Snowden, Gregory A [<mailto:Gregory.Snowden@opm.gov>]

Sent: Friday, June 30, 2017 2:48 PM

To: Hunt, Loretta <Hunt.Loretta@epa.gov>

Cc: Hart, Debbi <Hart.Debbi@epa.gov>; Mahoney, Michael J <Mike.Mahoney@opm.gov>

Subject: RE: EPA Draft VERA/VSIP Request Email 2 of 3 - OPM's Responses to Draft Targeted Positions In 22 Offices-- 6-29-2017

Good afternoon Loretta,

Unfortunately, your examples are too broad under the VSIP law at 5 U.S.C. 3522.

VERA and VSIP are position-based authorities. OPM needs to see the positions that are surplus as a result of the workforce restructuring plans. Under the law, excess positions can either be 'eliminated' or 'restructured' under the VSIP plan. Surplus positions that are targeted to be eliminated cannot be refilled once a VSIP is paid and the position becomes vacant.

Only surplus positions that are targeted to be 'restructured' can be refilled, such as a change in title, series, grade level, FPL or newly restructured skills sets. For example, Systems Accountant, GS-510-14, restructured to a Systems Accountant, GS-510-9/13, FPL; or Systems Accountant, GS-510-14, restructured to a Program Analyst, GS-301-14.

For each position targeted to be restructured under the VSIP plan, EPA only needs to indicate the new title, series, grade, FPL or a few examples of the new skills sets required for the restructured position.

For your information, OPM received numerous inquiries from EPA OIG regarding the previously approved VERA/VSIP. The majority of the inquiries dealt with how EPA's Offices carried out the restructuring goals under the approved VERA/VSIP authorities.

Please provide only the newly restructured title, series, grade, FPL or a few examples of the new skills sets for the targeted positions to be restructured under the VSIP plan.

Thank you for your assistance in this request.

Gregory Snowden
OPM

From: Hunt, Loretta [<mailto:Hunt.Loretta@epa.gov>]

Sent: Thursday, June 29, 2017 9:14 PM

To: Snowden, Gregory A; Mahoney, Michael J

Cc: Hart, Debbi

Subject: RE: EPA Draft VERA/VSIP Request Email 2 of 3 - OPM's Responses to Draft Targeted Positions In 22 Offices-- 6-29-2017

Importance: High

Greg/Mike,

Based on our discussion, it seems like OPM isn't expecting a long-drawn out explanation re: how EPA plans to restructure positions. Would it be okay to provide an agency-level description of restructuring rather than amending each region/program's section?

For example:

For all positions covered by EPA's request, if a position is vacated under VERA/VSIP the organization must restructure the position as follows before refilling the position:

- *Change from supervisory to non-supervisory.*
- *Decrease the grade and/or full performance level (i.e., at least one grade level lower than the current position).*
- *Change the series of the position.*
- *Significantly change the duties of the position if the series and grade are to remain the same (i.e., the incumbent who vacated could not be expected to learn how to perform these new duties within a reasonable amount of time. The servicing Human Resources Shared Service Center will determine if the change in duties are significant.*

This is the actual criteria the agency uses when tracking post-VERA/VSIP hires to ensure programs and regions are adhering to the plans they put forth to reshape their workforce.

I will provide responses to the other comments from Greg and the Team but this seemed like an easy (I hope) fix. Let me know what you think. Thanks.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

From: Snowden, Gregory A [<mailto:Gregory.Snowden@opm.gov>]
Sent: Thursday, June 29, 2017 1:46 PM
To: Hunt, Loretta <Hunt.Loretta@epa.gov>
Cc: Coleman, Darrell E <Darrell.Coleman@opm.gov>; Butler, Monica <Monica.Butler@opm.gov>; Hart, Debbi <Hart.Debbi@epa.gov>
Subject: EPA Draft VERA/VSIP Request Email 2 of 3 - OPM's Responses to Draft Targeted Positions In 22 Offices-- 6-29-2017

Good afternoon Loretta,

Attached please find OPM's comments/responses to EPA's Draft Targeted Positions under the VSIP plan for 22 offices. Thank you.

Gregory Snowden
OPM

From: Hunt, Loretta [<mailto:Hunt.Loretta@epa.gov>]
Sent: Friday, June 16, 2017 7:13 PM
To: Snowden, Gregory A; Mahoney, Michael J; Coleman, Darrell E; Thornton, Cathryn; Butler, Monica; Mulligan, James S. EOP/OMB
Cc: Vizian, Donna; Showman, John; Gray, Linda; Carpenter, Wesley; Hart, Debbi; Parker, Gary
Subject: Re: EPA Draft VERA/VSIP Request Email 2 of 3

EPA's targeted position spreadsheet.

From: Hunt, Loretta
Sent: Friday, June 16, 2017 6:55 PM
To: Snowden, Gregory A; Mahoney, Michael J; Coleman, Darrell E; Thornton, Cathryn; Butler, Monica; Mulligan, James S. EOP/OMB
Cc: Vizian, Donna; Showman, John; Gray, Linda; Carpenter, Wesley; Hart, Debbi; Parker, Gary
Subject: EPA Draft VERA/VSIP Request Email 1 of 3

The U.S. Environmental Protection Agency is submitting a draft VERA/VSIP request to OPM and OMB for review and comment. The agency is submitting

one overall request but specific details are included for each program and regional office since the needs of each organization varies. The agency is submitting the following documentation:

1. EPA's VSIP Request (.pdf)
2. EPA's VERA Request (.pdf)
3. Business cases (all contained in one Word file; the Table of Contents provides direct links to each of our 22 business cases)
4. Targeted positions spreadsheets for each office (Excel file)
5. Organization charts (one .pdf file)
6. Agency level analysis/summary slides (PowerPoint)

We will send three emails containing the agency's draft request and supporting documentation.

Should you have any questions or concerns about EPA's request, you may contact me at hunt.loretta@epa.gov; (202)564-6963 or Debbi Hart at hart.debbi@epa.gov; (202) 564-2011.

Thank you in advance for your assistance with EPA's workforce reshaping efforts.

Message

From: Remmers, Janet [Remmers.Janet@epa.gov]
Sent: 7/3/2017 7:38:45 PM
To: Hart, Debbi [Hart.Debbi@epa.gov]
CC: Terris, Carol [Terris.Carol@epa.gov]
Subject: Final Combined Doc with Updated Budget Tables
Attachments: EPA Prog and Reg Business Cases 6-22-17 ver 5_Budget Table updates 7-3-17.docx

Debbi

Attached is the Business Case file with the Updated Budget Tables.

I only updated the Budget Tables.

I did not change any of the Narratives.

I also did not update the Table of Contents, since that might change if you update any Narratives.

I added a Summary Table of Costs and Savings at the beginning of the document as OMB requested. Feel free to change/move it as needed.

This was a lot of work. I am surprised we were able to complete it by today, since a lot of folks were out due to the holiday.

Thanks for your help to finding folks to work on this.

Janet Remmers, Ph.D.
RPROS
Office of Budget/OCFO
Mail code: 2732A
office: 202-564-0548
aws: 301-593-7870